SYSTEMS MANAGEMENT

Entire Output Management

User's Guide

Version 2.1.1



Order Number: NOM211-020ALL This document applies to Version 2.1.1 of Entire Output Management and to all subsequent releases. Specifications contained herein are subject to change and these changes will be reported in subsequent release notes or new editions. © January 2001, Software AG All rights reserved Software AG and/or all Software AG products are either trademarks or registered trademarks of Software AG. Other products and company names mentioned herein may be the trademarks of their respective owners.

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User's Guide - Overview

This documentation covers the following topics:

| • | Using Entire Output Management | Explains the various ways you can access Entire Output Management and perform functions. |
|---|---------------------------------------|---|
| • | Defining a Report | Explains how to create and modify definitions for the Reports you want to produce and how to trace all the steps involved in Report processing. |
| 0 | Defining a Bundle | Describes how to create and maintain a Bundle. |
| • | Defining a Logical Printer | Explains how to define Logical Printers. |
| • | Defining a Distribution List | Explains how to create a Distribution List and how to add and delete members. |
| • | Authorizing User Access to Objects | Describes how to grant Authorization to individual Users or to a group of Users on a Distribution List. |
| • | Active Reports and Folders | Explains the concept of active reports and folders. |
| 0 | Using Active Bundles | Describes the use of Active Bundles. |
| 0 | Printouts | Describes the meaning of a Printout in Entire Output Management. |
| | | |

For details on how to navigate within the documentation, see Using the Documentation.

Using Entire Output Management

This section explains the various ways you can access Entire Output Management and perform functions. It covers the following topics:

- Screens and Windows
- PF Keys
- Line Commands
- Direct Commands
- Help Facility

Screens and Windows

Screen and Window Types

Entire Output Management is built of several screen and window types, which are explained in this subsection:

- Menu screens
- Object Maintenance screens
- Object Definition screens and windows
- Management screens
- Help Facility
 - O Help screens
 - O Help windows
 - O Selection windows

The Entire Output Management online interface provides you with several different methods for navigating within the system and performing functions. You can move from one menu screen to another by pressing PF keys or by issuing line commands or direct commands.

You are free to choose the method that is most suited to your level of expertise.

The Entire Output Management online interface takes advantage of Natural's powerful user-interactive windowing and Helps.

Helps are available at any point in the product. For an explanation of the help functions, see the end of this section.

Screen Layout

All screens are divided into the following areas:

- Screen header
- Work area
- Command area

```
1
2
                                Screen Header
5
6
7
8
9
10
11
12
13
                               Work Area
14
15
16
17
18
19
20
21
22
2.3
                               Command Area
24
```

Example:

```
**** ENTIRE OUTPUT MANAGEMENT ****
 14:43:42
                                                               2000-11-15
 User ID GHH
                           - Report Maintenance -
 Cmd Report
                      Authoriz T Description
 ___ UEX-ADDFP-OPEN
                      ADMIN M Exit ADDFP/OPEN separate sysout into several
  ___ UEX-CREATE
                      ADMIN M Exit CREATE report
  ___ UEX-DEFAULT
                    ADMIN D Report definition for undefined SYSOUT
  ___ UEX-EMPL-STD1-ASA ADMIN  M Standard Exit 1 Example
   UEX-EMPL-STD1-MCC ADMIN S Standard Exit 1 Example
   ___ UEX-EMPL-STD2-MCC ADMIN S Standard Exit 2 example
 ___ UEX-EMPL-STD31ASA ADMIN  M Standard Exit 3 example
    UEX-EMPL-STD31MCC ADMIN S Standard Exit 3 example
    UEX-EMPL-STD32ASA ADMIN M Standard Exit 3 example
 ___ UEX-EMPL-STD32MCC ADMIN  S Standard Exit 3 example
 ___ UEX-EMPL-STD33ASA ADMIN  M Standard exit 3 example
                     ADMIN S Standard exit 3 example
ADMIN S Exit FORW/BACKW/TOPP example
 ___ UEX-EMPL-STD33MCC ADMIN
  ___ UEX-FORW-BACKW
More ...
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add Exit Flip
                                             +
                                                  Selct
                                                                   Menu
```

Screen header

The screen header consists of the first two lines. It shows the product name and the current function, time, date and User ID.

Contents area

The contents area consists of the lines 3 to 20. This subsection, which is individual to each screen, contains a list of objects or pre-formatted input/output fields.

• Selection criteria fields

These fields appear only on list screens above the first line of data. Enter search criteria for the records to be displayed on the screen. Use an asterisk * as a **wildcard** for entering selection criteria.

If you enter selection criteria in more than one field, they are connected by logical AND.

| Cmd Report | Authoriz | T Description |
|-------------------|----------|--|
| UEX-ADDFP-OPEN | ADMIN M | Exit ADDFP/OPEN separate sysout into several |
| UEX-CREATE | ADMIN M | Exit CREATE report |
| UEX-DEFAULT | ADMIN D | Report definition for undefined SYSOUT |
| UEX-EMPL-STD1-ASA | ADMIN M | Standard Exit 1 Example |
| UEX-EMPL-STD1-MCC | ADMIN S | Standard Exit 1 Example |
| UEX-EMPL-STD2-ASA | ADMIN M | Standard Exit 2 example |
| UEX-EMPL-STD2-MCC | ADMIN S | Standard Exit 2 example |
| UEX-EMPL-STD31ASA | ADMIN M | Standard Exit 3 example |
| UEX-EMPL-STD31MCC | ADMIN S | Standard Exit 3 example |
| UEX-EMPL-STD32ASA | ADMIN M | Standard Exit 3 example |
| UEX-EMPL-STD32MCC | ADMIN S | Standard Exit 3 example |
| UEX-EMPL-STD33ASA | ADMIN M | Standard exit 3 example |
| UEX-EMPL-STD33MCC | ADMIN S | Standard exit 3 example |
| UEX-FORW-BACKW | ADMIN S | Exit FORW/BACKW/TOPP example |

Message line

The message line displays Entire Output Management system messages. There are several types of system messages:

- Acknowledgements tell you when a function has been successfully or unsuccessfully performed.
- Prompts tell you what to do next.
- Error messages tell you if you have made a mistake.

Command area

The command area consists of the last three lines:

• Message line

System messages are displayed in this line.

• Command line

Enter direct commands in the Command => line at the bottom of the screen just before the PF key lines.

• PF key lines

These last two lines contain PF-key assignments (PF1-PF12 or PF13-PF24) or the available line commands. Press PF4 (Flip) to display the other set of PF keys and/or the line commands available.

```
Top Of Data

Command =>

Enter-PF1--PF2--PF3--PF4--PF5--PF6--PF7--PF8--PF9--PF10-PF11-PF12---

Help Add Exit Flip - + Selct Menu
```

The following subsection describes in detail Entire Output Management screen types.

Menu Screen

On a menu screen, you select an item by entering its number in the direct command line and pressing Enter.

Main Menu:

```
**** ENTIRE OUTPUT MANAGEMENT ****
 11:05:34
                                                                     2000-11-15
User ID GHH
                                 - Main Menu -
 Maintenance Functions
                                         DC Solutions
   1 Reports
                                          20 Entire Operations (V141)
   2 Bundles
                                          21 Entire Event Management (V131)
                                          22 Natural ISPF (V141)
   3 Printers
    4 Distribution Lists
 Control Functions
                                         Applications
    5 Active Reports
                                          30 Natural Advanced Facilities
    6 Active Bundles
                                          31 Entire System Server Tutorial
    7 Printouts Queue
                                          32 CON-NECT
    8 System Administration
                                          33 KIDICAP 2000
    9 Archive Administration
  10 Help
Please select option.
Command =>
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                 Exit Flip
```

For example, to select option 1 Reports from the Main Menu, above

• Enter 1 in the command line and press Enter.

The Report Maintenance screen appears.

Object Maintenance Screen

An Object Maintenance screen displays a list of objects (Reports, Bundles, Printers, etc.).

For example, if you selected option 1 from the Main Menu, above, the Report Maintenance screen appears:

Report Maintenance Screen

```
**** ENTIRE OUTPUT MANAGEMENT ****
 14:43:42
                                                               2000-11-15
User ID GHH
                           - Report Maintenance -
Cmd Report
                     Authoriz T Description
   UEX-ADDFP-OPEN ADMIN M Exit ADDFP/OPEN separate sysout into several
 ___ UEX-CREATE ADMIN M Exit CREATE report
___ UEX-DEFAULT ADMIN D Report definition for undefined SYSOUT
    UEX-EMPL-STD1-ASA ADMIN M Standard Exit 1 Example
   _ UEX-EMPL-STD1-MCC ADMIN S Standard Exit 1 Example
   UEX-EMPL-STD2-MCC ADMIN S Standard Exit 2 example
    UEX-EMPL-STD31ASA ADMIN M Standard Exit 3 example
    UEX-EMPL-STD31MCC ADMIN S Standard Exit 3 example
    UEX-EMPL-STD32ASA ADMIN M Standard Exit 3 example
    UEX-EMPL-STD32MCC ADMIN S Standard Exit 3 example
    UEX-EMPL-STD33ASA ADMIN M Standard exit 3 example
    UEX-EMPL-STD33MCC ADMIN S Standard exit 3 example
  _ UEX-FORW-BACKW ADMIN S Exit FORW/BACKW/TOPP example
More ...
Command =>
Enter-PF1---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add
               Exit Flip
                                                 Selct
                                                                  Menu
```

Using Line Commands on an Object Maintenance Screen

To select an object from an Object Maintenance screen

• Enter a line command in the two-character command line preceding the object name and press Enter.

However, you might not know what line commands are available for this screen. Before proceeding, you can use the Help facility to display them.

For information on the use of line commands and Line Command Help windows, see the subsection Line Commands.

Object Definition Screen

An object definition screen allows you to define or modify parameters for the various objects.

• Enter MO (Modify) in the two-character command line preceding the Report UEX-DEFAULT on the Report Maintenance screen and press Enter.

The Report Definition >General Attributes screen for that Report appears:

| 14:57:29 **** ENTIRE OUTPUT MANAGEMENT **** 20 User ID GHH - Report Definition >General Attributes - | 00-11-15 |
|--|----------|
| Report Name UEX-DEFAULT Description Report definition for undefined SYSOUT Type D | |
| Keywords | - |
| Master Owner FHI Store in NOM DB N | |
| Archive directly N | |
| Retention Report Archive Revive Number 1 Unit A _ _ Calendar _ _ Action P _ | |
| Command => | |

You can enter data in the input fields provided.

Management Screen

Management screens allow you to monitor and control every phase of output processing.

- **Example:** to access the management screen for Active Bundles
 - Enter 6 in the command line of the Main Menu and press Enter.

Active Bundles screen

| l | 38:54 ID GHH | | ****] | | TPUT MANAG Bundles | | *** | | 200 | 00-11-15 |
|-------|-----------------|--------|--------|----------|-----------------------|--------|-----------|---------|-----|----------|
| Cmd | Bundle | Status | Reps | Coord-ID | Open Date | e/Time | Close Dat | e/Time | Mes | ssage |
| | DEP-VENT | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-TECH | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-SYSU | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-SYSA | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-SALG | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-SALE | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-PROD | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-MGMT | opened | 5 | MRS | 08/11/99 | 17:15 | | | no | Printer |
| | DEP-MASK | opened | 5 | MRS | 08/11/99 | 17:14 | | | no | Printer |
| | DEP-MARK | closed | 5 | MRS | 08/11/99 | 17:14 | 08/11/99 | 17:20 | | |
| | DEP-FINA | opened | 5 | MRS | 08/11/99 | 17:14 | | | | |
| | DEP-COMP | closed | 5 | MRS | 08/11/99 | 17:14 | 09/11/99 | 09:09 | | |
| | DEP-ADMA | opened | 5 | MRS | 08/11/99 | 17:14 | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| All | | | | | | | | | | |
| | and => | | | | | | | | | |
| Enter | -PF1PF2 | 2PF3- | PF4 | PF5PI | F6PF7 | PF8 | PF9PF | 10PF | 11 | -PF12 |
| | Help | Exit | Flip | | - | + | Mastr Rf | rsh Swl | Lay | Menu |

The Active Bundles screen shown above lists all Bundles processed by Entire Output Management and mailed to the current User ID.

PF Keys

PF keys are used to jump quickly to a specific point in the application.

- The same PF keys are used consistently all across the system.
- Not all PF keys are used on any one screen.
- Only the relevant PF keys are displayed at the bottom of the screen or window.
- The functions assigned to PF13 through PF24 are equivalent to the functions assigned to PF1 through PF12.
 - Exception: PF9 / PF21 (see PF Key Assignments below).
- To display line commands or the functions assigned to PF1 PF12 and PF13 PF24, press PF4 (Flip) or enter the FLIP direct command and press Enter.
- PF4 (Flip) also displays all available line commands.

PF Key Assignments

The following PF keys appear on all screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF1 | Help | Display screen-sensitive Help |
| PF3 | Exit | Exit current screen and go to previous one |
| PF4 | Flip | Flip between PF1 - PF12, line commands and PF13 - PF24. |
| PF12 | Menu | Display Main Menu |

The following PF keys appear on object maintenance screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add an object |
| PF5 | Do | Commit all modifications |
| PF6 | Undo | Back out all modifications |
| PF9 | Ext | Switches between long or short report/bundle names display. |

The following PF keys appear on list screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF7 | Up | Scroll one screen backward |
| PF8 | Down | Scroll one screen forward |
| PF9 | Ext | Switches between long or short report/bundle names display. |
| PF10 | Left | Shift screen to the left |
| PF11 | Right | Shift screen to the right |

Note:

If a separate local function is assigned to the PF9 key, then the Ext function can only be invoked via PF21.

Line Commands

Using Line Commands

Line commands are available whenever a list of objects is displayed on a screen. They are used to perform a predefined action on one object.

The available line commands appear in the Flip area at the bottom of the screen. If the PF keys are currently displayed there, press PF4 (Flip) to display the line commands.

To issue a line command for a specific object

• Enter the appropriate line command in the two-character command line preceding the object name in the Cmd column and press Enter.

Helps and Selection Windows for Line Commands

To invoke an active Help

• Enter a question mark? in the two-character command line.

A window appears that allows you to select a line command. This Help is also displayed if you enter an invalid line command.

For more information on the Line Command Help window, see the subsection Help Window - Selection Window.

Entering More Than One Line Command

You can enter more than one line command on a screen. They are executed in the following order:

- 1. Local commands such as DELETE, COPY or PRINT;
- 2. External functions such as MODIFY, that involve additional screen processing.
- Once control has been passed to the external function, you can return to the list by just pressing PF3 (Exit).
- If you invoke a direct command in the external function, you do not return to the list.

Commonly Used Line Commands

There are eight commonly used line commands:

| Command | Explanation |
|---------|--|
| AU | Authorize user access to an object. |
| СО | Copy an object. |
| DE | Delete an object. |
| DI | Display an object. |
| LI | List Active Reports. |
| LO | Display Log Information for an object. |
| МО | Modify an object. |
| RN | Rename an object. |

The following subsection explains how to use them.

For information on COPY, DELETE, DISPLAY and MODIFY as direct commands, see the subsections COPY Command, DELETE Command, DISPLAY Command, LIST Command, and MODIFY Command.

AU - Authorize User Access to an Object

This command enables you to grant authorization to other Users to display, modify and delete an object of which you are the **owner**.

For further information see the Section Authorizing User Access to Objects.

CO - Copy an Object

This command enables you to copy an object and its Authorization List of Users.

This example demonstrates copying the ADAREP-DB088 Report definition.

• Enter CO in the two-character command line preceding UEX-DEFAULT and press Enter.

The Copy Report Definition window opens:

```
15:14:40
                  **** ENTIRE OUTPUT MANAGEMENT ****
                                                       2000-11-15
User ID GHH
                       - Report Maintenance -
             Authoriz T Description
Cmd Report
 ___ UEX-ADDFP-OPEN ADMIN M Exit ADDFP/OPEN separate sysout into several
 ___ UEX-CARS-STD1 +-----+
 ___ UEX-CREATE !
 co UEX-DEFAULT !
                          - Copy Report Definition -
 __ UEX-EMPL-STD1 !
   UEX-EMPL-STD1 ! From Report ... UEX-DEFAULT
 __ UEX-EMPL-STD2 !
   UEX-EMPL-STD2 ! To Report .... ___
   UEX-EMPL-STD3 !
   UEX-EMPL-STD3 ! Authorisation . _ (Y/N)
   UEX-EMPL-STD3 !
 __ UEX-EMPL-STD3 ! PF3 = Exit
 ___ UEX-EMPL-STD3 !
 ___ UEX-EMPL-STD3 +-----+
 __ UEX-FORW-BACKW ADMIN S Exit FORW/BACKW/TOPP example
Command => _
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help Add Exit Flip - + Selct
```

To copy the ADAREP-DB088 Report definition

• Type the name of the target Report in the To Report field, enter Y or N to copy authorization and press Enter.

A message confirms:

```
Report copied successfully
```

• Press PF3 to return to the Report Maintenance screen.

DE - Delete an Object

This command enables you to delete an object.

This example demonstrates deleting the ADAREP-088 Report definition.

• Enter DE in the two-character command line preceding UEX-DEFAULT and press Enter.

If CONFIRM is set to OFF, the Report definition is deleted immediately.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Report again:

```
15:23:17
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                              2000-11-15
User ID GHH
                         - Report Maintenance -
 Cmd Report
              Authoriz T Description
 _____UEX-ADDFP-OPEN ADMIN M Exit ADDFP/OPEN separate sysout into several
____UEX-CARS-STD1 ADMIN M Standard Exit 1 example
 __ UEX-CREATE ADMIN M Exit CREATE report de UEX-DEFAULT ADMIN D Report definition for undefined SYSOUT
 __ UEX-EMPL-STD1-ASA ADMIN  M Standard Exit 1 Example
    UE +----
    UE!
    UE ! Please confirm the deletion of ... UEX-DEFAULT
    UE ! by entering its name again ..... _____
    UE !
    UE ! PF3 Exit
   UE!
    UE +-----+
   UEX-EMPL-STD33MCC ADMIN S Standard exit 3 example
     UEX-FORW-BACKW ADMIN S Exit FORW/BACKW/TOPP example
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add Exit Flip
                                           + Selct
                                                                  Menu
```

• Type UEX-DEFAULT in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

DI - Display an Object Definition

This command enables you to display the parameters contained in an object definition.

• On an Object Maintenance screen, enter DI in the two-character command line preceding the name of the object to be displayed and press Enter.

The Object Definition screen appears for the object you selected.

In display mode you can only view the object parameters. You cannot enter or modify data because all fields are protected.

• Press PF3 to return to the Object Maintenance screen.

LO - Display Log Information for an Object

This command enables you to display log information for an object.

This includes the date and time of the function performed on the object, the ID of the User whoperformed the function and a description of the function.

This example demonstrates displaying log information for the ADAREP-DB088 Report definition.

• Enter LO in the two-character command line preceding ADAREP-DB088 on the Report Maintenance screen and press Enter.

The Log Display - Report screen appears for the ADAREP-DB088 Report:

- Scroll up and down with PF7 (-) and PF8 (+).
- Shift the screen display to the left with PF10 (<) and to the right with PF11 (>).

For more information about a log entry

- Enter IN in the two-character command line preceding the log entry and press Enter.
- Press PF3 to return to the previous screen.

MO - Modify an Object

This command enables you to modify object parameters.

This example demonstrates modifying the UEX-DEFAULT Report definition.

• Enter MO in the two-character command line preceding UEX-DEFAULT on the Report Maintenance screen and press Enter.

The Report Definition >General Attributes screen for UEX-DEFAULT appears:

| 15:48:23 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report Definition >General Attributes - | 2000-11-15 |
|---|------------|
| Report Name | |
| Keywords | |
| Master Owner FHI Store in NOM DB N | |
| Archive directly N | |
| Retention Report Archive Revive Number 1 Unit A _ _ Calendar _ _ _ Action P _ _ | |
| Command => | |

• Simply place the cursor on the field to be modified and type in the new data. When you have finished modifying the Report definition, press Enter.

Modifications with COMMIT ON

If COMMIT is set to ON all modifications are automatically committed when you press Enter or PF5 (Do).

A message confirms that the Report definition has been successfully modified:

```
Record modified
```

Note:

With COMMIT ON, modifications are committed and original data lost:

- when you press Enter and then PF3 (Exit), or
- when you press PF5 (Do) and then PF3 (Exit)

If COMMIT is set to OFF, when you have made modifications and press Enter or PF5 (Do), a message confirms that the modifications have been made:

```
Record modified
```

However, you have three alternatives:

• before leaving the record with PF3 (Exit), you can press PF6 (Undo) to cancel any updates made. This restores the previous contents to the modified or created record. A message confirms that the updates were not made:

```
All modifications backed out
```

before leaving the record with PF3 (Exit), you can press PF5 (Do) to commit your updates. A
message confirms that the updates were made:

```
All modifications committed
```

• you can press PF3 (Exit). A window opens requesting you to explicitly confirm or undo the updates you have made:

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                    2000-11-15
 09:55:32
User ID GHH
           - Report Definition >General Attributes -
  Name ..... UEX-DEFAULT_
  Description ..... Report definition for undefined SYSOUT_
Keywords ....._
Master Owner ..... FHI__
Store in NOM DB ..... N
Archive directly \dots N
Retention
                 Report
                          Archive
  Number ..... 1__
  Unit ..... A
  Calendar ....._
  Action ..... P
NOM0008 Pl +-----+
Command = ! Enter Y to COMMIT N to BACKOUT modifications ==> _
Enter-PF1- !
                                                  ! 1--PF12---
    Help +-----+
                                                      Menu
```

• Enter **Y** to commit your updates or **N** to undo them and press Enter. A message confirms your action.

RN - Rename an Object

This command enables you to change the name of an object.

- This example demonstrates renaming the UEX-DEFAULT Report definition.
 - Enter RN in the two-character input field preceding UEX-DEFAULT and press Enter.

The Rename Report window opens:

```
15:30:26
                 **** ENTIRE OUTPUT MANAGEMENT ****
                                                     2000-11-15
15:30:26 **
User ID GHH
                     - Report Maintenance -
           Authoriz T Description
Cmd Report
 __ UEX-ADDFP-OPEN ADMIN M Exit ADDFP/OPEN separate sysout into several
 ___ UEX-CARS-STD1 +-----+
 UEX-CREATE ! rn UEX-DEFAULT !
                            - Rename Report -
 ___UEX-EMPL-STD1 !
___UEX-EMPL-STD1 ! Old name ..... UEX-DEFAULT
 __ UEX-EMPL-STD2 !
 ___ UEX-EMPL-STD2 !
                   New name ..... __
 __ UEX-EMPL-STD3 !
 __ UEX-EMPL-STD3 ! PF3 Exit
 UEX-EMPL-STD3 !
  UEX-EMPL-STD33ASA ADMIN M Standard exit 3 example
  UEX-FORW-BACKW ADMIN S Exit FORW/BACKW/TOPP example
NOM0017 Object was not deleted.
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help Add Exit Flip
                                    + Selct
                                                       Menu
```

To rename the UEX-DEFAULT Report definition

• Type the new name in the New name field and press Enter.

The Report definition appears on the screen with its new name.

Direct Commands

Using Direct Commands

Direct commands access any screen in the system without passing the functional screen hierarchy.

Enter direct commands in the Command => line at the bottom of the screen just before the Flip area. Press Enter to invoke the command.

Syntax for Direct Commands

Direct commands have the following syntax:

```
command object-type [parameter-1] [parameter-2]
```

- A command may or may not have parameters.
- All parameters are positional, that means that they must be entered in a specific order.
- Optional parameters are noted as [parameter] in the Help.
- Mandatory parameters are noted as **parameter** in the Help.
- A command or object-type can be abbreviated to a unique abbreviation. For example:

```
LIST USERS is equivalent to LI U
```

You will find a list of all direct commands available in Entire Output Management and their syntax in the subsection Direct Commands.

Help and Selection Windows for Direct Commands

For information on Helps and selection windows for direct commands, see the subsection Helps and Selection Windows for Direct Commands.

Commonly Used Direct Commands

The following subsection explains how to use six important direct commands:

- ADD
- COPY
- DELETE
- DISPLAY
- LIST
- MODIFY
- SET

For information on the CO, DE, DI and MO line commands, see the subsections CO - Copy an Object, DE - Delete an Object, DI - Display an Object Definition, and MO - Modify an Object.

ADD Command

The direct command ADD is used to add object definitions for various Entire Output Management object types.

Object definitions can be added for the following object types:

| Object Type | Explanation |
|-------------|---------------------------------|
| BUNDLES | Add Bundle definition |
| CALENDARS | Add Calendar |
| FOLDER | Add Folder definition |
| LISTS | Add Distribution List |
| PHYSICAL | Add Physical Printer definition |
| PRINTERS | Add Logical Printer definition |
| REPORTS | Add Report definition |
| USERS | Add User definition |

and the following syntax should be used:

ADD [object-type]

For example, the command:

ADD REPORT

invokes the Report Definition screen for adding a new Report definition.

COPY Command

The direct command COPY is used to copy objects of various Entire Output Management object types.

Objects of the following object types can be copied:

| Object Type | Explanation |
|-------------|---------------------------------------|
| BUNDLES | Copy Bundle definition |
| PHYSICAL | Copy Physical Printer definition |
| PRINTERS | Copy Logical Printer definition |
| REPORTS | Copy Report definition |
| SECURITY | Copy Natural Security User definition |
| USERS | Copy User definition |

and the following syntax should be used:

For example, the command

COPY REPORT ADAREP-DB088

copies the Report Definition for the Report ADAREP-DB088.

If you enter only the **object-type parameter**, you will be prompted for an object name. If the object does not exist, you will be presented with the relevant object maintenance list screen. You can then select the object to be copied.

DELETE Command

The direct command DELETE is used to delete objects of various Entire Output Management object types.

Objects of the following object types can be deleted:

| Object Type | Explanation |
|-------------|------------------------------------|
| BUNDLES | Delete Bundle definition |
| CALENDARS | Delete Calendar |
| LISTS | Delete Distribution List |
| PHYSICAL | Delete Physical Printer definition |
| PRINTERS | Delete Logical Printer definition |
| REPORTS | Delete Report definition |
| USERS | Delete User definition |

and the following syntax should be used:

```
DELETE [object-type] [object-name]
```

For example, the command:

deletes the Report Definition for the Report ADAREP-DB09.

If you enter only the **object-type parameter**, you will be prompted for an object name. If the object does not exist, you will be presented with the relevant object maintenance list screen. You can then select the object to be deleted.

DISPLAY Command

The direct command DISPLAY is used to display objects of various Entire Output Management object types.

Objects of the following object types can be displayed:

| Object Type | Explanation |
|-------------|--------------------------------------|
| BUNDLES | Display Bundle definition |
| CALENDARS | Display Calendar |
| LISTS | Display Distribution List |
| PHYSICAL | Display Physical Printer definition |
| PRINTERS | Display Logical Printer definition |
| PROCESS | Display Report Processing parameters |
| PROFILE | Display User Profile |
| REPORTS | Display Report definition |
| USERS | Display User definition |

and the following syntax should be used:

```
DISPLAY object-type [object-name]
```

For example, the command:

```
DISPLAY REPORT ADAREP-DB09
```

invokes the Report Definition screen for the Report ADAREP-DB09.

If you try to display a non-existing object, or if you enter only the **object-type** parameter, the Object Maintenance screen displays the list of objects for the object type. You can then select the object to be displayed.

LIST Command

The direct command LIST is used to invoke the Object Maintenance screens for various Entire Output Management object types.

Objects of the following object types can be listed:

| Object Type | Explanation |
|-------------|-----------------------------------|
| ABUNDLES | List Active Bundles |
| ARCHIVE | List Archive data sets |
| AREPORTS | List Active Reports |
| BUNDLES | List Bundle definitions |
| CALENDARS | List Calendars |
| LISTS | List Distribution Lists |
| PHYSICAL | List Physical Printer definitions |
| PRINTERS | List Logical Printer definitions |
| PRINTOUTS | List queued Printouts |
| REPORTS | List Report definitions |
| USERS | List User definitions |

and the following syntax should be used:

```
LIST [object-type][object-name]
```

For example, the command:

LIST REPORT ADA*

invokes the Report Maintenance screen which lists all Reports with names beginning with ADA.

MODIFY Command

The direct command MODIFY is used to modify objects of various Entire Output Management object types.

Objects of the following object types can be modified:

| Object Type | Explanation |
|-------------|-------------------------------------|
| BUNDLES | Modify Bundle definition |
| CALENDARS | Modify Calendar |
| LISTS | Modify Distribution List |
| MONITOR | Modify Monitor definition |
| PHYSICAL | Modify Physical Printer definition |
| PRINTERS | Modify Logical Printer definition |
| PROCESS | Modify Report Processing parameters |
| PROFILE | Modify User Profile |
| REPORTS | Modify Report definition |
| USERS | Modify User definition |

and the following syntax should be used:

```
MODIFY [object-type] [object-name]
```

For example, the command:

MODIFY REPORT ADAREP-DB09

invokes the Report Definition screen for the Report ADAREP-DB09.

If you try to modify a non-existing object, or if you enter only the **object-type** parameter, the Object Maintenance screen displays the list of objects for the object type. You can then select the object to be modified.

SET Command

The direct command SET is used to set various Entire Output Management session parameters.

The following SET commands are available:

- SET COMMIT ON
- SET COMMIT OFF
- SET CONFIRM ON
- SET CONFIRM OFF

This is the default setting. When you have modified an object and exit without pressing PF5 (Do) to commit your changes, a window opens and you must enter **Y** or **N**.

You can change COMMIT to ON with the direct command: SET COMMIT ON.

• SET COMMIT ON

In this case, the window does not open and modifications are committed by simply pressing Enter or PF5 (Do).

If you want the window to appear again, issue the direct command: SET COMMIT OFF.

For more detailed information about COMMIT ON/OFF, see the subsection MO - Modify an Object.

SET CONFIRM ON/OFF

• SET CONFIRM ON

This is the default setting. When you delete an object, a window opens, requesting you to confirm deletion by typing the object name again.

You can change CONFIRM to OFF with the direct command SET CONFIRM OFF.

• SET CONFIRM OFF

In this case, the object is deleted immediately and you are not asked to confirm.

If you want the window requesting confirmation to appear again, issue the direct command SET CONFIRM ON.

For more information about CONFIRM ON/OFF, see the subsection DE - Delete an Object.

• SET LANGUAGE 1

Set language for the user interface to English.

• SET LANGUAGE 2

Set language for the user interface to German.

Help Facility

Getting Help in Entire Output Management

There are two types of Help in Entire Output Management:

Help screens - screen-sensitive Help

• Press PF1 or enter HELP in the direct command line and press Enter.

This displays a Help screen for the current menu, screen or window.

Help windows - field-sensitive Help

• Enter a question mark? in any input field and press Enter.

This opens a Help window or selection window for the input field.

The field-sensitive Help can take two forms:

• Passive Help window

Explains the field and its relationship to other fields on the screen.

This Help can also be followed by an active Help.

• Active Help - Selection windows

This is usually a selection list, displaying a list of data items that you can select. When selected, a data item is automatically written to the field from which the Help was invoked

Help Window - Selection Window

A selection window displays a list of data items.

You can enter one of these items in the input field by simply entering any character in the field preceding the data item and pressing Enter.

Example: to display the Line Command Help window for the Report Maintenance screen above

• Enter a question mark? in a line command input field preceding any Report name and press Enter.

The Line Command Help window opens:

```
+----+ NAGEMENT ***
                                                                                2000-11-15
                                               ! nance -
! Line Commands
                                               !
                                               ! n
!
! DE Delete Report
! MO Modify Report
! DI Display Report
                                               !
                                               ! /OPEN separate sysout into several
                                               ! xit 1 example
! CO Copy Report ! E report
! AU Authorization definition ! inition for undefined SYSOUT
! LO Display log information ! xit 1 Example
! RN Rename Report ! xit 1 Example
! LI List active Reports ! xit 2 example
! LK List active Reports by Keyword ! xit 2 example
                                              ! E report
                                               ! xit 3 example
                                               ! xit 3 example
                                               ! xit 3 example
                                               ! xit 3 example
             Select ==> ___
                                              ! xit 3 example
                                              ! xit 3 example
+----+ BACKW/TOPP example
More ...
 Command =>
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
      Help Add Exit Flip - +
                                                              Selct
                                                                                     Menu
```

You can then select a line command

• By simply entering its two-character code in the window after the Select ==> prompt. Press Enter.

The line command selected is written to the field from which the Help was invoked. For more information on line commands, see the subsection Using Line Commands.

For example, if you enter MO in the example above, it is written to the two-character input field preceding ADABAS-DEFAULT and the command is executed.

Helps and Selection Windows for Direct Commands

Incorrect command:

When a **command** is **incorrect**, a window listing valid commands opens.

The user can then select any command by marking it with any character and pressing Enter. To make no selection and return to the screen from which the direct command was invoked, the user can press PF3 (Exit).

If a non-unique abbreviation was used for a command, the window lists only those commands starting with the given abbreviation.

Incorrect object type:

When the specified **object type** is **incorrect**, a window opens which lists all object types valid for the specified command. The user can then select any object type by marking it with any character and pressing Enter. To make no selection and return to the screen from which the direct command was issued, the user can press PF3 (Exit).

Some commands have a mandatory parameter, if this is not supplied with the command, a window opens in which the user can enter the parameter.

• Incorrect parameter:

If the **parameter** is **incorrect**, this is detected only after the command has been executed, so the appropriate list screen for the command is always displayed.

For example, if the following modify command was entered:



and a Report with the name Fiction cannot be found, the Report Maintenance screen automatically appears.

Defining A Report

This section explains how to create and modify definitions for the Reports you want to produce and how to trace all the steps involved in Report processing.

This section covers the following topics:

- What Is a Report?
- Spool Data Set and Reports
- Identification Attributes
- Listing Report Definitions
- Adding Report Definitions
- Tracing Report Processing
- Other Report Maintenance Functions

What Is a Report?

A Report is the basic object processed by Entire Output Management and refers to a spool data set in a job or to part of it.

Defining a Report involves:

- creating a Report definition that can identify the jobs where the spool data set can be found;
- creating User Routines or using Standard Routines to extract the important data from the spool data set;
- defining Report Processing: storage, distribution and printing of the Report you have produced;
- creating individual layouts for addressees.

Spool Data Set and Report

A spool data set is identified as containing a Report, if its Spool Attributes match the identification attributes of one or more Report definitions.

One complete spool data set can constitute a Report or it can be separated into smaller Reports.

To separate a spool data set into several Reports you can use your own Natural User Routines or one of the Entire Output Management Standard Separation Routines. For more information on User Routines, see the Section Printer Exits, User Routines and Separator Pages in the System Programmer's Documentation.

Identification Attributes

Entire Output Management processes the spool data set one time for each Report definition as identified by its attributes. Each Report can have its own:

- General Attributes
- POWER, BS2000/OSD, JES, 3GL Interface, SAP, CMA-SPOOL, UNIX and Natural Attributes
- Printing Attributes
- Distribution Attributes
- Layout Attributes
- Separation Attributes
 - User Routines
 - O Standard Separation Routines

Listing Report Definitions

Immediately after logging on, the Main Menu appears:

```
10:27:20
                       **** Entire Output Management ****
                                                                      2000-11-15
User ID GHH
                                 - Main Menu -
 Maintenance Functions
                                         DC Solutions
   1 Reports
                                          20 Entire Operations (V141)
    2 Bundles
                                          21 Entire Event Management (V131)
    3 Printers
                                          22 Natural ISPF (V141)
    4 Distribution Lists
 Control Functions
                                         Applications
   5 Active Reports
                                          30 Natural Advanced Facilities
    6 Active Bundles
                                          31 Entire System Server Tutorial
                                          32 CON-NECT
   7 Printouts Queue
                                          33 KIDICAP 2000
   8 System Administration
   9 Archive Administration
   10 Help
Please select option.
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                  Exit Flip
```

To list all Report definitions

• Enter 1 (for Reports) in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Maintenance screen will take the following form:

Report Maintenance Screen

```
**** ENTIRE OUTPUT MANAGEMENT ****
  16:21:24
                                                                       2000-11-15
 User ID GHH
                             - Report Maintenance -
 Cmd Report
                       Authoriz T Description
  __ UEX-GO
                       ADMIN
                               S Exit GOTO/GOTOP/NEXTP example
  __ UEX-INSL-ADDP
                       ADMIN
                               M Exit INSL/ADDP change first line of e
  __ UKSJU-ABEND
                              M separation exit abends with a s0c7
                      ADMIN
  ____UKSJU-BIG-SEP ADMIN M A big report that gets separated
____UKSJU-COBOL ADMIN M Report created by COBOL program using
  __ UKSJU-DEST
                      ADMIN M Should be copied to container file 9,
  __ UKSJU-DEST-SEP ADMIN M Should be copied to container file 9,
  __ UKSJU-FILE ADMIN M Create report from sequential file
  __ UKSJU-HANG
                     ADMIN M separation exit issues a wtor
  ___ UKSJU-IMMARC ADMIN M immediately archived ___ UKSJU-INSL ADMIN S SEP EXIT INSERTS LINES
  ___ UKSJU-NAF-ANYPROF ADMIN  M create report for nomprt*
   UKSJU-NAF-NAME1 ADMIN M
    UKSJU-NAF-NAME2 ADMIN
                                M
   UKSJU-NAF-NAME3 ADMIN
More ...
Command =>
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add Exit Flip
                                                 +
                                                       Selct <
                                                                          Menu
```

To display the complete description

• You can move this screen to the left and right using the the PF10 and PF11 keys:

| 16:22:01 User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** 2000-11-15 - Report Maintenance - |
|--|--|
| Cmd Report | Description |
| UEX-GO UEX-INSL-ADDP UKSJU-ABEND UKSJU-BIG-SEP UKSJU-DEST UKSJU-DEST UKSJU-HANG UKSJU-HANG UKSJU-IMMARC UKSJU-INSL UKSJU-NAF-ANYPROF UKSJU-NAF-NAME1 UKSJU-NAF-NAME2 UKSJU-NAF-NAME3 | Exit GOTO/GOTOP/NEXTP example Exit INSL/ADDP change first line of every page separation exit abends with a s0c7 A big report that gets separated Report created by COBOL program using NOMPUT Should be copied to container file 9,247 Should be copied to container file 9,247 Create report from sequential file separation exit issues a wtor immediately archived SEP EXIT INSERTS LINES create report for nomprt* |
| Command => Enter-PF1PF2PF3 Help Add Exit | PF4PF5PF6PF7PF8PF9PF10PF11PF12 Flip - + Selct < > Menu |

By pressing PF21 (Ext), you can switch to short names display. Then the Report Maintenance screen will take the following form:

```
16:26:45
                         **** ENTIRE OUTPUT MANAGEMENT **** 2000-11-15
 User ID GHH
                                - Report Maintenance -
 Cmd Report
                         Authoriz T Description
    UEX-GO
                         ADMIN
                                  S Exit GOTO/GOTOP/NEXTP example
  __ UEX-INSL-ADDP
                         ADMIN
                                  M Exit INSL/ADDP change first line of every pag
    UKSJU-ABEND ADMIN M separation exit abends with a s0c7
UKSJU-BIG-SEP ADMIN M A big report that gets separated
UKSJU-COBOL ADMIN M Report created by COBOL program using NOMPUT
UKSJU-DEST ADMIN M Should be copied to container file 9,247
                        ADMIN M separation exit abends with a s0c7
    UKSJU-ABEND
    UKSJU-DEST-SEP ADMIN M Should be copied to container file 9,247
    UKSJU-FILE ADMIN M Create report from sequential file
  __ UKSJU-HANG
                       ADMIN M separation exit issues a wtor
  __ UKSJU-IMMARC ADMIN M immediately archived 
__ UKSJU-INSL ADMIN S SEP EXIT INSERTS LINES
    UKSJU-NAF-NAME1 ADMIN M
    UKSJU-NAF-NAME2 ADMIN
                                   M
    UKSJU-NAF-NAME3 ADMIN
More ...
Command =>
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24-
                   Exit Flip
      Help Add
                                                            Ext
                                                                                Menu
```

These screens list in alphabetical order all Reports, which were defined by the User, created by someone else who authorized this user to process them, or generated automatically by a Standard Separation Routine or a User Routine.

Special PF Key Assignments: Report Maintenance

| PF Key | Function | Explanation |
|--------|----------|--|
| PF2 | Add | Add a Report definition. See the subsection Adding a Report Definition. |
| PF9 | Selct | Select Reports with selection criteria. See the subsection Listing Report Definitions according to Selection Criteria. |
| PF21 | Ext | Switch between display of long and short report names. |

Available Line Commands: Report Maintenance

The following line commands are available:

| Command | Meaning | | |
|---------|--|--|--|
| AU | Authorization. Authorize other Users to process the Report. Only Users with owner authorization for the Report can perform this function. See the Section Authorizing User Access to Objects. | | |
| СО | Copy Report definition (including Report Processing). A window opens where you can enter the name of the target Report. | | |
| DE | Delete Report definition. | | |
| DI | Display Report definition. | | |
| LI | List Active Reports for a Report definition. For more information, see the subsection Listing Active Reports for a Selected Report Definition. | | |
| LK | List Active Reports by keyword. For more information, see also Section Active Reports and Folders. | | |
| LO | Log. Display Log information about maintenance activity on this Report, such as who last modified it, who created it, etc. | | |
| МО | Modify Report definition. | | |
| RN | Rename Report. | | |
| XX | Display SPOOL attributes. | | |

Column Headings: Report Maintenance

If a column heading is marked with an asterisk * below, you can enter selection criteria with an asterisk in the field directly beneath the heading on the Report Maintenance screen.

• Cmd

Enter a two-character line command.

• Report *

Enter selection criteria for the Report name.

• Authoriz *

Authorization used to access the Report. You can enter: PUBLIC, a User ID or the name of a Distribution List to list selected Reports. ADMIN indicates that you are defined as Administrator with Owner authorization for the listed Reports. ADMIN cannot be used as selection criterion.

• T *

Report type.

| Possible values: | |
|------------------|-----------------------|
| С | Created definition |
| D | Default definition |
| M | Master definition. |
| S | Suspended definition. |

• Description

A short description of the Report.

Adding a Report Definition

Defining General Attributes

To ADD a Report definition

• Press PF2 on the Report Maintenance screen.

The Report Definition >General Attributes screen appears:

| 15:12:25 User ID GHH - Re | **** Entire | - | _ | | 13/10/1999 |
|---------------------------------------|-------------|---------|-------------|------------------|-----------------|
| Report Name Description Type | | | | | |
| Keywords | | | | | |
| Master Owner Store in NOM DB | | | | | |
| Archive directly | N | | | | |
| Retention Number Unit Calendar Action | 1 A | Archive | Revive —— — | | |
| Command => | | | | | |
| Enter-PF1PF2PF3 Help Add Exit | | PF6PF | '7PF8 | -PF9PF10P Ext | F11PF12 Menu |

This screen is used to create a Report by defining its general attributes: name, type, owner and certain storage, archiving and retention parameters.

Some fields are initialized with the values specified in the Report Processing Defaults. For more information, see the subsection Report Processing Defaults in the System Programmer's Documentation.

Special PF Key Assignments: Report Definition - General Attributes

Note:

These PF key assignments appear only after you have entered a Report name and pressed Enter. But PF9 and PF21 always appear.

| PF Key | Function | Explanation |
|-----------|----------|---|
| PF7 | Ident | Define how Reports are identified in the spool (available, only if Report Type is S , D or M) See Defining Report Identification for POWER. |
| PF8 | Print | Define how Reports are automatically printed. See Defining Printing Attributes. |
| PF9 | Dist | Define how Reports are distributed. See Defining Distribution Attributes. |
| PF10 | Separ | Define how Reports are separated with User Routines or Standard Routines. (available, only if Report Type is S , D or M). See Defining Separation Attributes. |
| PF21 | Ext | Switch between display of long and short report names. |

Field Descriptions: Report Definition - General Attributes

Report

Name

You must enter a Report name before any other data when creating a new Report. This field is protected when modifying an already existing Report.

• Description

Enter a short description for the Report.

• Type:

| Possible values: | | |
|------------------|-----------------------------|---|
| С | Created definition | A definition created automatically during processing of a Master Report or default definition or copied from another created definition. You cannot define a Report as type C. |
| D | Default definition | A definition containing identification and processing rules used to process spool data not identified by a suitable Master Report definition. For example: ADAREP* - all jobs whose names begin with ADAREP and which have no suitable Master Report definition. |
| М | Master Report definition | A definition containing identification and processing rules used to process one or more spool files. For example: ADAREP20 - all ADAREP20 jobs. |
| S | Suspended definition | A definition that is not currently being used. |

• Keywords

Enter up to 3 keywords which will later help you select Reports.

Master Owner

The Monitor takes the User ID of the Master Owner to submit print jobs for Reports to be scheduled for automatic printing.

This field is initialized with the User ID of the person adding the Report.

• Store In NOM DB

Enter **Y** to take Report contents from the spool and store them in the Entire Output Management Data Base for later viewing or archiving.

Note:

If you do not specify a storage location (Entire Output Management/ Con-nect) then the Report stays in the spool.

• Archive directly - Y/N/I

Enter Y, if you want to archive a Report automatically after creating it and when processing is completed. The contents of an Active Report are then no longer available online, when archived using Y.

Enter N, if you do not want automatic archiving.

Enter I for immediate archiving.

The active report is archived the next time the archive job runs, but its contents are still available for on-line viewing until it reaches its expiry date. After this, the report contents only exist in the archive dataset and the active report must be revived before it can be viewed or printed again.

Retention

• Report

The Report retention period determines how long the Active Report is available online for browsing and printing. If this retention period expires, the Active Report is either marked for archiving or purged (see the field Action).

• Number

Enter the number of working days, absolute days, weeks or months the Report should be available online. When you specify **working days**, you **must** enter the name of a Calendar in the Calendar field to include only working days.

The default is the system-wide period defined by the system administrator.

Unit

- W Working days
- A Absolute days
- V Weeks
- M Months
- **G** Generations (instances of the active report)

• Calendar

Select a Calendar, if you specify **W** working days as the unit for the retention period.

Action

Enter **A** to archive the Report when the retention period expires.

Enter **P** to purge the Report when the retention period expires.

The contents of an Active Report are no longer available online, when archived.

Archive

Enter the length of time the Active Report is to be kept in the Archive. When this period expires, the Active Report is deleted from the Archive Data Set. An Active Report can be archived no matter where it is stored.

• Number

Enter the number of days, weeks, months or years the Active Report is to be kept in the Archive.

- Unit
 - **D** Days
 - W Weeks
 - M Months
 - Y Years

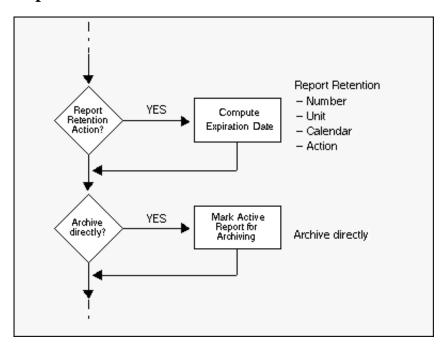
Revive

Enter the length of time the contents of a revived Active Report are to be available online for browsing and printing. When this period expires, this 'copy' of the archived Report is purged automatically.

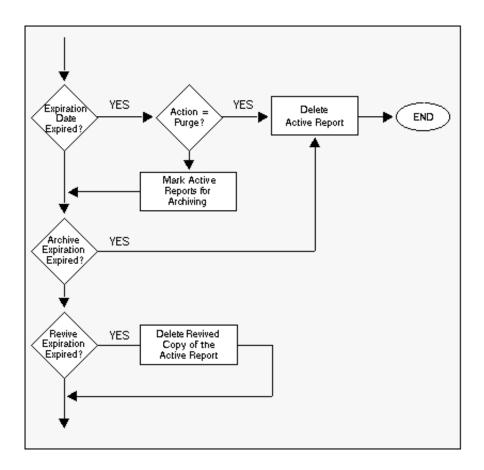
Enter values for Number, Unit and Calendar fields as described for Report above.

Life Cycles of an Active Report and Report Attributes

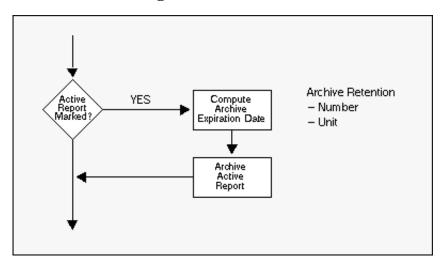
Report Creation



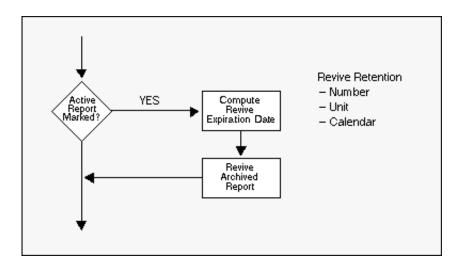
Daily Cleanup Processing



Archive Processing



Revive Processing



Defining Report Identification for POWER

- To define or modify Report identification for POWER
 - Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition > POWER Identification screen appears:

| 15:27:59 * | *** ENTIRE OUTPUT MANAGEMENT **** 2000-11-1 |
|----------------------------------|---|
| User ID GHH - Rep | ort Definition >POWER Identification - |
| Report Name | ADABAS-DEFAULT |
| POWER Attributes Jobname or Form | ADA* or Destination |
| and Data Sets | |
| | |
| | |
| | |
| | |
| | |
| Command => | PF4PF5PF6PF7PF8PF9PF10PF11PF12 |
| | Flip Do Undo Unix 3GL NAT SAP Menu |

This screen is used to define how Reports are identified in the POWER spool. The Report can be identified by job name, destination or form and a spool data set qualification.

Special PF Key Assignments: Report Definition - POWER Identification

| PF Key | Function | Explanation | |
|--------|----------|---|--|
| PF7 | Unix | Define attributes for Unix or Windows nodes identifying the report. | |
| PF8 | 3GL | Define attributes for 3GL interface. | |
| PF9 | NAT | Define attributes for Natural Reports. | |
| PF11 | SAP | Define attributes for SAP Spool. | |
| PF21 | Ext | Switch between display of long and short report names. | |

Field Descriptions: Report Definition - POWER Identification

POWER Attributes

Jobname

If you want to identify the Report by the name of the originating job, enter a job name here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with IEE, enter IEE*. You can select the spool data sets in this job to be assigned to the Report by filling in the and Data Sets fields.

• or Destination

If you want to identify the Report by the DEST parameter of the originating job, enter the destination here.

• or Form

If you want to identify the Report by the FORM parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above POWER Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified, if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

and Data Sets

To specify the spool data sets in the selected jobs which identify the Report(s), fill in these fields as follows:

- LS (POWER List Queue)
- O Data set name, if spool data resides in a sequential file.

The following special characters are supported:

| Special Character | Meaning |
|-------------------|--|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: *EMPL_YEE* |

Note:

Processing of sequential files is also triggered by spool queue entries. The corresponding spool file does not contain print data, but points to the sequential file. The pointer can be created with any utility (for example, a Natural program) and must have the following attributes:

```
NOM DSN=<data-set-name> VOL=<volser>
NOM RECFM=<recform> RECSIZE=<record-length>
NOM BLKSIZE=<block-size> CC=<carriage-control>
```

- O Maximum length for DSN is 26.
- Carriage control = ASA, MACHINE or NONE.
- O Data set is renamed before processing.

Defining Report Identification for BS2000/OSD

- To define or modify Report identification for BS2000/OSD
 - Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition >BS2000/OSD Identification screen appears:

| 15:20:30 **** ENTIRE OUTPUT MANAGEMENT **** 20 User ID NOM - Report Definition >BS2000/OSD Identification - | 000-11-15 |
|---|-----------|
| Report Name ADAREP-DB063 | |
| PRINT Attributes Pname ADARE063 or User ID | |
| and Data Sets L.ADAREP.063* | |
| | |
| | |
| | |
| | |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11- | PF12 |
| Help Exit Flip Do Undo Unix 3GL NAT SAP | Menu |

This screen is used to define how Reports are identified in the BS2000/OSD spool. (Queue for a virtual printer). The Report can be identified by the PNAME option of the BS2000/OSD print command, by the BS2000/OSD user ID or the FORM option of the print command and by the completely or partially qualified file name.

Special PF Key Assignments: Report Definition - BS2000/OSD Identification

| PF Key | Function | Explanation | |
|--------|----------|---|--|
| PF7 | Unix | Define attributes for Unix or Windows nodes identifying the report. | |
| PF8 | 3GL | Define attributes for 3GL interface. | |
| PF9 | NAT | Define attributes for Natural Reports. | |
| PF11 | SAP | Define attributes for SAP Spool. | |
| PF21 | Ext | Switch between display of long and short names. | |

Field Descriptions: Report Definition - BS2000/OSD Identification

PRINT Attributes

Pname

If you want to identify the Report by the PNAME option of the print command (/Print ...,PNAME=ADAREP), enter the PNAME here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with ADA, enter ADA*.

• or User ID

BS2000/OSD user ID under which the print command was entered. If you want to identify the Report with this ID, enter it here (e.g.: PROD01).

• or Form

If you want to identify the Report by the FORM parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above PRINT Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified, if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

and File

Enter a completely or partially qualified file name which identifies the Report (secondary selection). A Report definition is considered identified, if, in addition to one of the primary selection criteria, one of the files from the file list is selected.

For example:

If you enter the value ADA* for Pname and the value *L.ADAREP.* for And File, all files are identified whose PNAME begins with ADA and whose file name contains the string L.ADAREP..

The following special characters are supported as placeholders:

| Special Character | Meaning |
|-------------------|--|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: *EMPL_YEE* |

Note:

The RECFORM parameter of the file allows you to determine whether the print file contains carriage control characters and, if so, which ones:

| (F,A),(V,A), | contains ASA carriage control characters |
|--------------|--|
| (F,M),(V,M), | contains ENDIC carriage control characters |
| (F,N),(V,N), | contains no carriage control characters |

We recommend using files with fixed record length, because positioning within these files is easier than within files with variable record length.

Warning:

Files with fixed record length that were expanded with OPEN-EXTENT are not supported.

Defining Report Identification for JES

- To define or modify Report identification for JES
- Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition >JES Identification screen appears:

| | *** ENTIRE OUTPUT MANAGEMENT ort Definition >JES Identifi | |
|----------------|---|--|
| Report Name | A-SAP-DEFAULT | |
| | X or Destination or Form | |
| and Data Sets | | |
| | | |
| | | |
| | | |
| Command => | | |
| | PF4PF5PF6PF7PF8- Flip Do Undo Unix 3GL | |

This screen is used to define how Reports are identified in the JES spool. The Report can be identified by job name, destination, writer or form and a spool data set qualification.

Special PF Key Assignments: Report Definition - JES Identification

| PF Key | Function | Explanation |
|--------|----------|---|
| PF7 | Unix | Define attributes for Unix or Windows nodes identifying the report. |
| PF8 | 3GL | Define attributes for 3GL interface. |
| PF9 | NAT | Define attributes for Natural Reports. |
| PF10 | CMA | Define attributes for CMA Spool Reports. |
| PF11 | SAP | Define attributes for SAP Spool. |
| PF21 | Ext | Switch between display of long and short names. |

Field Descriptions: Report Definition - JES Identification

JES Attributes

Jobname

If you want to identify the Report by the name of the originating job, enter a job name here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with IEE, enter IEE*. You can select the spool data sets in this job to be assigned to the Report by filling in the And Data Sets fields.

• or Destination

If you want to identify the spool data set by the Destination parameter of the originating job, enter the destination here.

• or Writer

If you want to identify the spool data set by the External Writer parameter of the data set, enter the writer name. This links the Report to the spool data set assigned to this writer name. If you use an External Writer similar to the Report name, it makes identification easier.

• or Form

If you want to identify the Report by the FORMS parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above JES Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified, if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

and Data Sets

Spool Data Sets

To specify the spool data sets in the selected jobs which identify the Report(s)

- Fill in these fields as follows:
 - Either enter: <file type> <file sequence number> File type can be:
 - JL JCL statements.
 - **SI** System input.

- SM System messages.
- **SO** System output.
- Example: enter SO 1 for the first SYSOUT data set or SO 1:2 for the first and second SYSOUT data sets.

OR

• enter a list of full DDNAME qualifiers in the format:

For example:

```
PROC1.STEP1.DDN1
```

PROCNAME and STEPNAME are not mandatory, and when missing are assumed to be * (any). You can use an asterisk (*) to enter selection criteria for the data set names, for example:

```
*.STEP1.DDN1
```

This refers to a spool data set with STEPNAME=STEP1, DDNAME=DDN1 and any procedure name.

```
*.*.DDN1, *.DDN1 or DDN1
```

for example, are equivalent and they refer to a spool data set with DDNAME=DDN1 in any procedure name or step name in the job.

Note:

If more than one JES2 spool data set of a job is to be processed by Entire Output Management, then the job's spool data sets, which are to be processed, must all have the same group ID and all be together in a class reserverd for Entire Output Management. If this is not achieved by the DD statements, but by a program via Entire System Server functions, for example, then the view SPOOL-UPDATE should be used as follows:

```
PROCESS SPOOL-UPDATE

USING FUNCTION = 'CHANGE'

USING JOB-NAME = #JOB-NAME

USING JOB-NUMBER = #JOB-NUMBER

USING GROUP-ID = #GROUP-ID

USING CLASS = #NOM-CLASS

USING NODE = #NODE

GIVING ERROR-CODE

ERROR-TEXT
```

Sequential Files

Enter data set name, if spool data resides in a sequential file. The data set name is preceded by DSN=. The following special characters are supported:

| Special Character | Meaning |
|--------------------------|--|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: DSN=*EMPL_YEE* |

Note:

Processing of sequential files is also triggered by spool queue entries. The corresponding spool file does not contain print data, but points to the sequential file. The pointer can be created with any utility and must have the following attributes:

NOM DSN=<data-set-name>

- Maximum length for DSN is 26.
- The STEPNAME to create the spool data set must be NOMDSN.

Example:

```
//JOB 1
                JOB...
. . . . . .
//NOMDSN
               EXEC
                          PGM=IEBGENER
                           SYSOUT=*
//SYSPRINT
               DD
                             SYSOUT=3
//SYSUT2
                DD
                               DUMMY
//SYSIN
                  DD
                 DD *
//SYSUT1
NOM DSN=OUTPUT.LISTING
```

Defining Report Identification for 3GL Interface

- To define or modify Report identification for a 3GL interface
 - Press PF8 (3GL) on the Report Definition >JES Identification screen.

The Report Definition >3GL Identification screen appears:

| 14:44:29 **** ENTIRE OUTPUT MANAGEMENT **** 2000- User ID GHH - Report Definition >3GL Identification - | -11-15 |
|--|--------|
| Report Name USR104-TEST | |
| 3GL Interface 104 Attributes User ID MRS* or Terminal ID or Program and | r |
| List-Name | |
| | |
| | |
| | |
| | |
| | |
| | |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11P | F12 |
| Help Exit Flip Do Undo Ext Me | enu |

This screen is used to define Reports that rely on a general, user-defined 3GL interface. All identifying attributes can be freely chosen.

Field Descriptions: Report Definition - 3GL Identification

3GL Interface nnn Attributes (Identifying Attributes)

In this group, you can enter up to 4 attributes to be used as selection criteria for Report definitions. You must specify at least one of the attributes.

The Identifying Attributes of the 3GL Interface Defaults determine which attributes are displayed here and which attribute can be entered with the wildcard * (see 3GL Interface Maintenance in the System Programmer's Documentation).

• and (File Identification)

This attribute can be used as an additional selection criterium (secondary selection). In this case, the File Identification of the 3GL Interface Defaults determines which attribute can be entered here (see 3GL Interface Maintenance in the System Programmer's Documentation).

Defining Report Identification for SAP Spool

- To define or modify Report identification for SAP Spool
 - Press PF11 (SAP) on the Report Definition >JES Identification screen.

The Report Definition >SAP-Spool Identification screen appears:

| 16:02:29 **** ENTIRE OUTPUT User ID GHH - Report Definition >S | |
|--|------------------------|
| Report Name A-SAP-DEFAULT | |
| SAP-Spool Attributes Destination * or User ID * | |
| and List IDs | |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6 | -PF7PF8PF9PF10PF11PF12 |
| Help Exit Flip Do Undo | Menu |

Field Descriptions: Report Definition - SAP-Spool Identification

SAP-Spool Attributes

• Destination ... or

If the report is to be identified by its Destination, enter the destination.

User ID

If the report is to be identified by the User ID, enter the User ID.

Note:

You must enter a value for at least one of the above SAP-Spool Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified, if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

and List IDs

Enter a fully or partially qualified list name that identifies the Report (secondary selection). A Report definition is considered identified, if a list ID from this group is found in addition to one of the primary selection criteria.

Defining Report Identification for CMA-SPOOL

- To define or modify Report identification for CMA-SPOOL
 - Press PF10 (CMA) on the Report Definition >JES Identification screen.

The Report Definition >CMA-SPOOL Identification screen appears:

| 10:48:19 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report Definition >CMA-SPOOL Identification | 2000-11-15 n - |
|---|-------------------|
| Report Name ADAREP-DEFAULT | |
| CMA-SPOOL Attributes Filename or UserID or Writer or Form | |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF1 |)PF11PF12 |
| Help Exit Flip Do Undo Ext | Menu |

This screen is used to define how Reports are identified in the CMA-SPOOL. The Report can be identified by CMA-SPOOL attributes, Filename, UserID, Writer or Form.

Field Descriptions: Report Definition - CMA-SPOOL Identification

CMA-SPOOL Attributes

• File name

Enter the file name here as it appears on the CMA-screen ('Display Files' Panel). The file name can contain the user ID of the file creator, the job name or a parameter entered in the OWN field in an OPEN request. Refer to the CMA-SPOOL documentation for more details.

To identify the Report by the file name, enter the file name here. You can also use an asterisk * to enter selection criteria for the file name. For example, for all files beginning with ADA, enter ADA*.

• User ID

User ID which created the list. If you want to identify the Report with this ID, enter it here (UID field in OPEN request).

• Writer

To identify the Report by the Writer parameter, enter the writer name here (WTR field in OPEN request).

Form

To identify the Report by the FORM parameter, enter the form here (FOR field in OPEN request).

Note:

A definition is considered identified, if at least one CMA-Attribute is found.

For example:

If you enter the value MRS* for File name and the value MRS for User ID, all print files are identified whose file name begins with MRS or which were created by the user ID MRS.

Defining Report Identification for Natural

- To define or modify Report identification for Natural
 - Press PF9 (NAT) on the Report Definition >JES Identification (or >POWER Identification) screen.

The Report Definition > Natural Identification screen appears:

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                        2000-11-15
 09:12:27
User ID GHH
             - Report Definition >NATURAL Identification -
   Name ..... ADAREP-DEFAULT_
NATURAL Attributes
   *USER .....___
   *LIBRARY ID .....
   Printer Profile ... __
   and
   *PROGRAM ..... _____
   FORM .....____
   NAME .... __
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help Exit Flip Do Undo
```

This screen is used to define how Reports are identified in Natural Advanced Facilities. The Report is identified by either Natural user ID, library ID or Logical Printer name and can also be identified by program, form and name. See also the DEFINE PRINTER statement in the **Natural Reference Documentation**.

Field Descriptions: Report Definition - Natural Identification

Output from Natural is produced during the processing of a specific program. This program is stored in a Natural library and executed by a Natural user. The output can have various attributes defined in the DEFINE PRINTER statement. To identify this output, specify one or more identification attributes:

Natural Attributes

Either *USER or *LIBRARY ID or Printer Profile must be specified:

• *USER

Enter Natural user ID. Use an asterisk * to enter selection criteria for the ID, for example, MRS* for all IDs that begin with MRS.

*LIBRARY ID

Enter a Natural library ID.

• Printer Profile

Enter the name as defined in the Output '....' option of the DEFINE PRINTER statement.

The following parameters are optional:

• *PROGRAM

Enter a Natural program.

• FORM

Enter form as defined in the DEFINE PRINTER statement.

NAME

Enter name as defined in the DEFINE PRINTER statement.

Note:

*USER, *LIBRARY ID and Printer Profile are used as primary selection criteria. The remaining parameters are used to make a secondary selection. Note that the number of definitions is considerably reduced by the primary selection criteria. A definition is applied to the print file if at least one primary selection criterion is fulfilled. In addition, all secondary selection criteria must be fulfilled (if you have entered values for them).

For example:

If you enter the value EBU for *USER and the value SYSNOM for LIBRARY ID, all print files are identified which were either created by user ID EBU or created in the library SYSNOM.

Defining Report Identification for Unix or Windows Nodes

To define or modify Report identification for Unix

• Press PF7 (Unix) on the Report Definition >JES Identification (or >POWER, >BS200 Identification) screen.

The Report Definition > Unix Identification screen appears:

| 11:37:40 **** User ID FHI | | OUTPUT MANAGEMENT Definition >Unix Io | | 2000- | 11-15 |
|--|-----|---------------------------------------|-----------------|--------|-------|
| Report Name | Rep | port | | | |
| Unix Attributes Node Name Path: e:/Nomdir/ and Files | | | | | |
| | | | | | |
| | | | | | |
| Command => | | | | | |
| Enter-PF1PF2PF3 Help Exit | | | PF9PF10- Ext | -PF11: | |

This screen is used to define how Reports are identified on Unix or Windows nodes. Identification is done using node name, path, and file pattern, see below. ASCII files are scanned in the specified directory and matched to the file pattern specified here. These files are moved to an EOM container file and can be processed as usual. An ASCII file can contain line feeds and form feeds, any other kind of control character will be ignored and set to blank.

Field Descriptions: Report Definition - Unix Identification

Output from a Unix or Windows application is stored as a sequential ASCII file in a directory defined here. The monitor will move (not copy!) this file to a NOM container file and create active reports. If no report definition matches the file name pattern and no default report was found, the file cannot be processed and will be moved to a temp directory that has been defined for this node by administrator function 'Unix Defaults'. File and path names are case sensitive, node name and path have to be defined in 'Unix Defaults' first, also logon data for this node. Details see below:

Unix Identification Attributes

Node name

Enter a node name that has been predefined by the administrator using function 'Unix Defaults'. This field is case sensitive.

Path

Select a path from the default definition entered with administrator using function 'Unix Defaults'. Use PF11 for selection. Path definitions must not contain wild characters. The defined path is owned by NOM. The monitor will process any file found in this path. Directories are not processed. If a file is found in this directory which cannot be processed, it will be moved to the 'Temp' directory (see explanation above).

Note:

If the path definition in 'Unix Defaults' is changed, the definition in this field will not change automatically. In this case, use PF11 to select a new path. This will ensure that 'old' report definition will still work, even if the defaults change.

Files

Enter up to 10 files or file patterns without path entries. Wild cards '*' and '?' can be used to insert placeholders for many ('*') or one single ('?') character(s) in the file name. For each file matching the pattern(s) an active report will be created. However, the file contents will be copied to the container file for each path only once. After processing the file it will be deleted on the Unix or Windows node. File names are case sensitive.

Defining Printing Attributes

To define or modify Printing Attributes

• Press PF8 (Print) on the Report Definition >General Attributes screen.

The Report Definition > Printing Attributes screen appears:

```
15:36:09
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID GHH
                - Report Definition >Printing Attributes -
   Name ..... FVSE-DB_
Hold Logic ....._
Copies ....._
Separator Pages
   Start ....._
   End .....__
   Copies ..... _
Jobcards
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip Do
     Help
                               Undo
                                               Ext
                                                    Edit Prtr Menu
```

This screen is used to define how Reports are printed automatically.

Special PF Key Assignments: Report Definition - Printing Attributes

| PF Key | Function | Explanation |
|-----------|----------|---|
| PF10 | Edit | Edit Separator member (place cursor on Separator Start or End fields and press this key). |
| PF11 | Prtr | Enter up to 20 additional printers by pressing this key. |

Field Descriptions: Report Definition - Printing Attributes

Hold Logic

This field controls how the Report is queued for printing.

Enter one of the following values:

○ **H** (Hold)

The Report is held in the Printout queue until released manually.

○ **C** (Confirm)

The Report is held in the Printout queue until manually confirmed by all recipients. A message requesting printing confirmation is displayed to each User in the Distribution List. When all Users have confirmed, the Report is automatically released for printing.

O R (Release)

The Report is printed immediately.

• Printers

Enter the names of up to 5 Logical Printers to print the Report when it is created. Display a Printer selection list by entering a question mark ? in this field and pressing Enter. Up to 15 additional printers may be added using the Additional Printers screen accessed by PF11.

Copies

Enter the number of copies of the Report to be printed on each printer.

Separator Pages

• Start

Enter the name of the separator, to be used for printing at the **beginning** of the Report.

End

Enter the name of the separator, to be used for printing at the **end** of the Report.

Copies

Enter the number of times each Separator Page is to be printed.

Jobcards

Enter the job cards for printing with batch jobs. The following substitution variables can be used:

- o §USER
- O §REPORT
- §JOBNAME

If you leave this field blank, the Jobcards specifications from the Logical Printer definition are used.

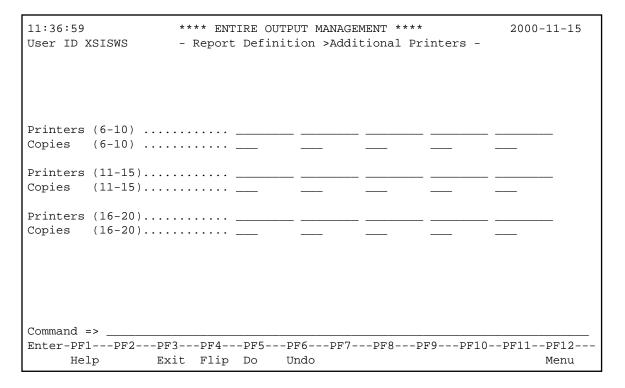
Defining Additional Printers

If you want to define or modify more than five printers, you must use the following function.

To define or modify additional Printers

• Press PF11 (Prtr) on the Report Definition > Printing Attributes screen.

The Report Definition > Additional Printers screen appears:



This screen is used to define up to 20 additional printers for a Report.

Field Descriptions: Report Definition - Additional Printers

• Printers

Enter the names of up to 15 logical printers, on which the report is to be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.

Copies

Specify how many copies of the report should be printed on each printer.

Defining Distribution Attributes

- To define or modify the Distribution Attributes
 - Press PF9 on the Report Definition >General Attributes screen.

The Report Definition > Distribution Attributes screen appears:

| 15:36:54 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report Definition > Distribution Attributes - | 2000-11-15 |
|---|--------------|
| Report Name FVSE-DB | |
| Distribution via NOM User/List DC-GROUP | - |
| Distribution via CON-NECT Cabinet Subject Mail to —————————————————————————————— | - - - |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF Help Exit Flip Do Undo Ext Layot | |

This screen is used to define the recipients of a Report and the facilities used for distribution.

Special PF Key Assignments: Report Definition - Distribution Attributes

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | | Define Report layout(s) for one or more recipients. Place cursor on a User/List field with data and press this key. See the subsection Defining Report Layout Attributes. |

Field Descriptions: Report Definition - Distribution Attributes

Distribution via NOM

User/List

Enter up to 10 User IDs or Distribution List names.

When the Report is created, all users connected to User IDs or Distribution Lists entered here can access this Report, and can browse, print etc.

A User ID selection window or a Distribution List selection window can be opened by entering an asterisk * (or selection criteria followed by an asterisk) in this field and pressing Enter. For more information, see the subsection Selecting Users to Receive a Report.

A **layout** can be defined for each addressee in Entire Output Management by placing the cursor on the addressee and pressing PF10. If the addressee is a Distribution List, all members in this list see the defined layout.

These layouts are only for addressees in Entire Output Management, not for those in Con-nect. For further information, see the subsection Defining Report Layout Attributes.

If a report is to be automatically printed with a special layout, define AUTOPRNT as an addressee and attach the special layout to that addressee (note: the report will not be distributed to AUTOPRNT). To use this facility, you must also define a user AUTOPRNT.

Distribution via Con-nect

• Cabinet

Enter the name of a Con-nect cabinet, where you want the Report contents to be created as a Con-nect document (optional).

If you do not want to create a document in a user cabinet, but wish to distribute it to Con-nect users directly, you should leave this field empty and only fill in the Mail To fields below. In this case the Report is created in a Con-nect stand-alone cabinet named SYSNOMC.

Subject

Enter a description to appear with the Con-nect document.

• Mail To

Enter up to 10 Con-nect User IDs, if you want to distribute the Report directly to Con-nect users. One copy of the Report is created in the Con-nect STAND-ALONE cabinet named SYSNOMC. Entire Output Management uses Con-nect to send the Report to all Con-nect users defined in these fields.

Selecting Users to Receive a Report

To select a User or group of Users on a Distribution List

• Enter an asterisk * (or selection criteria followed by an asterisk) in a User/List field on the Report Definition > Distribution Attributes screen and press Enter.

The Member Name window opens:

| +! Member Name | -+ T MANAGEMENT ! Distribution ! | | 2000-11-15 |
|---|--------------------------------------|------|------------|
| ! Enter a defined User I ! defined Distribution I ! | ! | | |
| ! ! PF4 User-list PF5 Dis ! + | ! ! ! | | |
| Distribution via CON-NE Cabinet Subject Mail to | | | |
| Command => Enter-PF1PF2PF3 | | | 1DF12 |
| Help Exit | | ayot | |

This window enables you to display a list of all individual Users and all Distribution Lists to receive the Report.

Special PF Key Assignments: Member Name

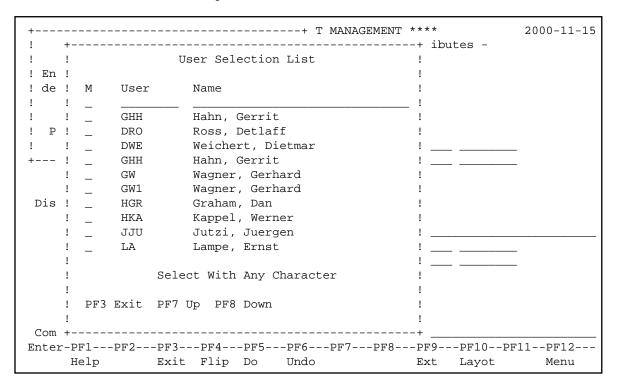
| PF Key | Function | Explanation |
|--------|-----------|---|
| PF4 | User-List | Display a list of all Users. |
| PF5 | Dist-List | Display a list of all Distribution Lists. |

Selecting a Single User to Receive a Report

To select a single User to receive a Report

• Press PF4 (User-List) in the Member Name window.

The User Selection List window opens:



This window displays a list of all Users defined for your Entire Output Management system.

To select a User

• Enter any character in the one-character field preceding the ID and name of the User to receive the Report. Press Enter.

The User ID is written to the User/List field.

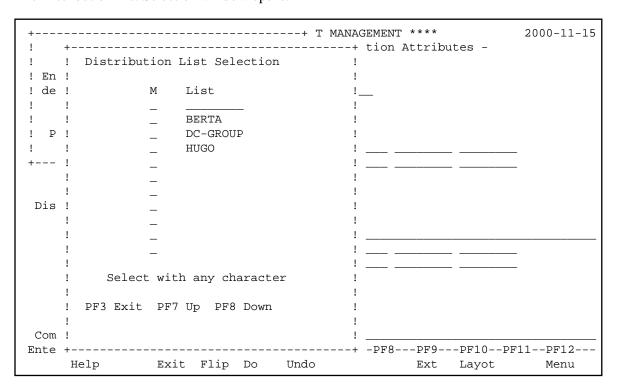
When this Report is produced, it is distributed to the 'inbasket' of the User you have selected. This User can then browse and print the Report. You can also restrict the User's view of the Report by defining an individual Report Layout. For more information, see the subsection Defining Report

Layout Attributes.

Selecting a Distribution List to Receive a Report

- To select a Distribution List to receive a Report
- Press PF5 (Dist-List) in the Member Name window.

The Distribution List Selection window opens:



This window displays a list of all Distribution Lists defined for your Entire Output Management system.

To select a Distribution List

• Enter any character in the one-character field preceding the name of the Distribution List to receive the Report. Press Enter.

The name of the Distribution List is written to the User/List field.

All the Users on the Distribution List you have selected receive this Report when it is produced. They can browse and print it.

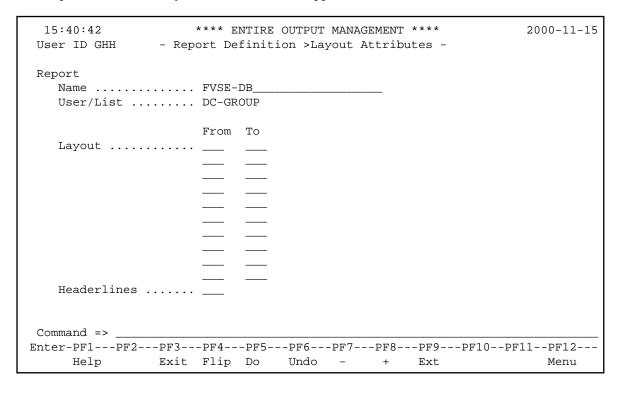
You can also restrict the Users' view of the Report by defining a Report Layout for the Distribution List. For more information, see the subsection Defining Report Layout Attributes.

Defining Report Layout Attributes

To define or modify a Report layout for an addressee

• On the Report Definition > Distribution Attributes screen, place the cursor on a User/List field containing a User ID or List name and press PF10 (Layot).

The Report Definition >Layout Attributes screen appears:



You can define up to 10 different layouts for each Report to be distributed to different addressees. A Report layout consists of up to 10 pairs of offsets starting from the beginning of a Report line (not including ASA/machine codes).

Note: These layouts are only for addressees in Entire Output Management. Addressees in Connect see the entire Report.

For more information on layout, see the subsection Modifying the Layout of an Active Report.

Column Headings / Field Descriptions: Report Definition - Layout Attributes

- From
 - Enter starting column position to be displayed.
- To
 - Enter last column position to be displayed.
- Header Lines

Number of lines (counting from top of page) that are to remain in their original format.

Defining Separation Attributes

To define or modify Separation Attributes

• Press PF10 (Separ) on the Report Definition >General Attributes screen.

The Report Definition >Separation Attributes screen appears:

```
15:41:21
                      **** ENTIRE OUTPUT MANAGEMENT ****
                                                                  2000-11-15
User ID GHH
                  - Report Definition > Separation Attributes -
Report
   Name ..... FVSE-DB_
Create Definition .... _
Standard Routine ..... ___
User Routine
  NATURAL Member .... _
  NATURAL Library .... _
  3GL .....__
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12-
               Exit Flip Do
                                  Undo
                                                   Param Edit Trace Menu
```

This screen is used to define whether a User Routine or a Standard Routine is to be used.

Special PF Key Assignments: Report Definition - Separation Attributes

| PF Key | Function | Explanation |
|--------|----------|--|
| PF9 | Param | Define parameters specific to User Routine. Define parameters specific to Standard Routine. |
| PF10 | Edit | Edit Natural member for User Routine. |
| PF11 | Trace | Trace processing of a User Routine. See the subsection Tracing Report Processing. |

Field Descriptions: Report Definition - Separation Attributes

• Create Definition

When Active Reports are dynamically created during a Standard separation or User separation process, the corresponding Report definitions are usually created automatically. To suppress automatic creation, enter $\bf N$ here.

This is useful when creating **unique** Active Reports.

• Standard Routine

Enter 1, 2 or 3 to indicate which Standard Routine is to be used.

For information on how to use a Standard Routine, see the subsection Using a Standard Separation Routine.

User Routine

Note:

If no User Routine or Standard Routine is specified, the whole identified spool data set is contained in the Report.

If a User Routine is required, enter the member name and the library name in the appropriate fields as described in the following.

The spool data set records can be filtered on a record-to-record basis by a supplied User Routine. With various action codes, the User Routine can control the separation process and positioning within the output and can determine the contents of the created Reports.

For more information see the Section User Routines and Separator Pages in the System Programmer's Documentation.

The following fields are used to define the User Routine which determines the Report contents:

• Natural Member

Enter the name of the Natural member containing the User Routine. Press PF10 (Edit) to edit this member.

• Natural Library

The User Routine can be a Natural subprogram. You can enter the Natural library name containing the User Routine or leave this field blank. The library name **cannot** begin with SYS unless it is SYSNOMU.

• 3GL

If the User Routine is written in a language other than Natural, enter the name of the routine. This User Routine is invoked by a CALL statement.

Defining User Routine Parameters

To define or modify parameters for a User Routine

• Press PF9 (Param) on the Report Definition >Separation Attributes screen.

The Report Definition > User Separation window opens:

| 15:41:21 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report Definition >Separation Attributes - | 2000-11-15 |
|--|------------------|
| Report Name FVSE-DB | |
| + | • |
| Standard Routine ! Parameter | ! |
| User Routine !! NATURAL Member !! NATURAL Library !! ! ! ! | ! ! ! ! |
| NOM0008 Please commit or backout the last transaction. Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF Help Exit Flip Do Undo Param Edit Tr | |

This window is used to define parameters specific to the User Routine.

Field Descriptions: Report Definition - User Separation

• Parameter

Enter up to 5 parameters which are passed to the User Routine at the start of Report processing.

Using a Standard Separation Routine

A Standard Separation Routine is a method supplied by Software AG for separating or filtering spool data sets. When you use such a routine, you must supply parameters which tailor further processing.

Using Standard Separation 1

Standard Separation 1 separates spool data into several Reports depending on the break of the specified suffix. The suffix need not appear in sorted order.

Standard Separation 1 searches for a defined string in a defined line or anywhere on a page. If the string appears on a page, a suffix is evaluated (at break of the suffix value, a new Report is opened). If the string is not found, the page is added to the currently open Report. If no Report is open, the page is rejected.

Note:

When separating POWER spool data sets, make use of Container Files. The spool data set is compressed and copied into a data base file before processing. For more information on Container Files, see the subsection Monitor Defaults of the System Programmer's Documentation.

To define or modify the use of Standard Separation 1

• Enter 1 in the Standard Routine field on the Report Definition >Separation Attributes screen and press PF9 (Param).

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Definition >Standard Separation 1 screen will take the following form:

| 18:36:30 * User ID GHH - Repo | | OUTPUT MANAGEMENT on >Standard Sepa | =' | 2000-11-15 |
|-------------------------------------|---------|--|-----------|--------------|
| Report Name | UEX-GO | | | |
| Search Line String | | | | |
| Suffix Line Start Column End Column | | | | |
| (3-4) | | | | |
| Command => | | | 8PF9PF10: | PF11PF12 |
| Help Exit | Flip Do | Undo | Ext | Menu |

By pressing PF9 (Ext) you can switch to short names display.
Then the Report Definition >Standard Separation 1 screen will take the following form:

| 18:31:25 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report Definition >Standard Separation 1 - | 2000-11-15 |
|--|-----------------|
| Report Name UEX-GO | |
| Search Line | |
| Suffix Line | |
| Prefix Reports Bundles | |
| Command =>Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PHelp Exit Flip Do Undo Ext | F11PF12 Menu |

Field Descriptions: Report Definition - Standard Separation 1

Search

• Line

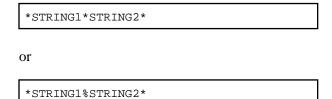
Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Search Line, then the search string can appear anywhere on the page.

String

Enter the string to be searched for. If this string appears on a page, the suffix is evaluated (at break of the suffix value, a new Report is opened). If the string is not found, the page is added to the currently open Report. If no Report is open, the page is rejected.

You can specify a search pattern like:



where * stands for any string and % stands for any character.

Note:

You must bracket the string with * (for example: *string*), if it can occur anywhere within a line.

Suffix

• Line

Enter the line number, starting from the top of the page, where the Report suffix appears. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Suffix Line, Entire Output Management assumes that the suffix is located in the Search Line.

• Start Column

Enter the position in the line where the Report suffix starts (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

• End Column

Enter the position in the line where the Report suffix ends (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

Prefix

Reports

Enter the Report prefix which is concatenated to the suffix to determine the Report name. The suffix is concatenated suppressing leading and trailing blanks.

• **Bundles** (optional)

Enter the Bundle prefix which is concatenated to the suffix to determine the Bundle name. The suffix

is concatenated suppressing leading and trailing blanks. Up to 5 Bundles can be specified.

To generate Bundles with fixed names, fill in this field **completely**. No suffix is then appended.

Example 1: Salary Report

We have a Salary Report sorted by department number and want to separate it into the various departments. A Standard Routine could be defined as follows to perform an automatic separation:

Report Definition - Standard Separation 1 screen (example)

```
**** ENTIRE OUTPUT MANAGEMENT ****
 15:43:45
                                                       2000-11-15
User ID GHH
              - Report Definition >Standard Separation 1 -
Report
   Name ..... PWR-EMPL-STD1-S_
Search
   String ..... *Employee List sorted by Departments*_
Suffix
   Line ..... 3_
   Start Column ..... 55_
   End Column ..... 58_
Prefix: Reports ..... DEPTS1-___
       Bundles(1-2).. DEP-_____
            (3-4)..
            (5)....
Enter-PF1---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12-
    Help Exit Flip Do Undo Ext
```

Note:

The Bundle prefix is **optional**.

This Standard Routine separates the spool data set on a page basis and creates Reports whose names begin with DEPTS1-. The Report name is created by adding the prefix DEPTS1- to the suffix found in the spool data set in the positions defined in the example above, for example: DEPTS1-FINA.

Optionally, the Report can be directed to a Bundle with the prefix DEP-. The Bundle name is created by adding the DEP- prefix to the suffix found in the spool data set, for example: DEP-FINA.

Note:

When the suffix and the identifier string are not on the same line, the line parameters must be used. Enter the line numbers where the identifier string and suffix are found. This must be the **absolute** line number as counted from the **top** of the page.

Using Standard Separation 2

Standard Separation 2 separates spool data into several Reports depending on up to 5 break conditions.

Standard Separation 2 searches for a defined string in a defined line or anywhere on a page. If the string appears on a page, up to 5 suffixes are evaluated (at break of a suffix value, a new Report is opened for that suffix). If no string is found, the page is added to the currently opened Reports. If no Report is opened, the page is rejected.

Note:

When separating POWER spool data sets, make use of Container Files. The spool data set is compressed and copied into a data base file before processing. For more information on Container Files, see the subsection Monitor Defaults of the System Programmer's Documentation.

To define or modify the use of Standard Separation 2

• Enter 2 in the Standard Routine field on the Report Definition > Separation Attributes screen and press PF9 (Param).

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Definition >Standard Separation 2 screen will take the following form:

| 19:00:10 **** ENTIRE OUTPUT User ID GHH - Report Definition >St | |
|---|-----------------|
| Report Name UEX-GO | |
| Search Line String | |
| SuffixLi/CF/CT Report Prefix | Bundle Prefix 1 |
| | |
| | |
| Command => | |
| Help Exit Flip Do Undo | Ext < > Menu |

By pressing PF9 (Ext) you can switch to short names display.

Then the Report Definition >Standard Separation 2 screen will take the following form:

| 10:42:49 **** ENTIRE OUTPUT MANAGEMENT **** 2000- User ID GHH - Report Definition >Standard Separation 2 - | 11-15 |
|---|----------|
| Report Name UEX-GO | |
| Search Line String | |
| SuffixLi/CF/CT Report Prefix Bundle Prefix — — — — — — — — — — — — — — — — — — — | |
| | |
| Command => | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11PF Help Exit Flip Do Undo Ext < > Me | 12 nu |

Field Descriptions/Column Headings: Report Definition - Standard Separation 2

Search

• Line

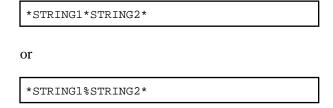
Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Search Line, then the search string can appear anywhere on the page.

String

Enter the string to be searched for. If this string appears on a page, the suffix is evaluated (at break of the suffix value, a new Report is opened). If no string is found, the page is added to the currently opened Reports. If no Report is opened, the page is rejected.

You can specify a search pattern like:



where * stands for any string and % stands for any character.

Suffix

You can define parameters for up to 5 suffixes in the following three fields.

• Li

Enter the line number, starting from the top of the page, where the Report suffix appears. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Suffix Li(ne), Entire Output Management assumes that the suffix is located in the Search Line.

• **CF** (column-from)

Enter the position in the line where the Report suffix starts (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

• **CT** (column-to)

Enter the position in the line where the Report suffix ends (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

• Report Prefix

Enter the Report prefix which is concatenated to the suffix to determine the Report name. The suffix is concatenated suppressing leading and trailing blanks.

• **Bundle Prefix** (optional)

Enter the Bundle prefix which is concatenated to the suffix to determine the Bundle name. The suffix is concatenated suppressing leading and trailing blanks.

Up to 5 Bundle prefixes can be specified for each suffix. To generate Bundles with fixed names, fill in this field **completely**. No suffix is then appended.

If long report and bundles names are displayed, only 1 bundle prefix is displayed for each suffix. To process the other bundle prefixes, press PF10 or PF11.

The number of the currently displayed prefix appears after the title **Bundle Prefix**.

Example 2: Salary Report

We have a Salary Report sorted by department number and want to separate it into the various main departments and sub-departments. A Standard Routine could be defined as follows to perform an automatic separation:

Report Definition - Standard Separation 2 screen (example)

```
19:00:10 **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH - Report Definition >Standard Separation 2 -
                                                                   2000-11-15
Report
   Name ..... PWR-EMPL-STD2-S____
Search
   String ..... *Employee List sorted by*__
SuffixLi/CF/CT Report Prefix
                                          Bundle Prefix 1
      55_ 58_ STD21-____
                                     _____ DEP-
      55_ 60_ STD22-__
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                 Exit Flip Do Undo
     Help
                                                    Ext <
                                                                       Menu
```

Note:

The Bundle prefix is optional.

This Standard Routine separates the spool data set on a page basis and creates Reports whose names begin with STD21- for the main departments and STD22- for the sub-departments. The Report name is created by adding the prefix STD21- to the department name (columns 55-58 in line 3) or by adding the prefix STD22- to the sub-department name (columns 55-60 in line 3) found in the spool data.

Optionally, the Report can be directed to a Bundle with the prefix DEP-.

The Bundle name is created by adding the DEP- prefix to the department or sub-department name.

Note:

When the suffix and the identifier string are not on the same line, the line parameters must be used. Enter the line numbers where the identifier string and suffix are found. This must be the **absolute** line number as counted from the **top** of the page.

Using Standard Separation 3

Standard Separation 3 searches for a defined string in a defined line. If the string appears on a page, the lines of the page are analyzed regarding the defined logical expression. If not, the whole page is rejected.

From the Start Line until end of page, the lines are added to the Report, if they match the defined logical expression. Lines before the Start Line are also rejected unless they are defined as Header Lines.

To define or modify the use of Standard Separation 3

• Enter 3 in the Standard Routine field on the Report Definition >Separation Attributes screen and press PF9 (Param).

The Report Definition > Standard Separation 3 screen appears:

| 15:45:40 | | E OUTPUT MANAGEMENT *** | 2000-11-15 |
|--|---|--------------------------------|------------|
| User ID GHH | - Report Defin | ition >Standard Separation 3 - | - |
| Report Name | UEX-GO | | |
| ~ 1 | | | |
| Search | | | |
| Line | | | |
| String | • | | |
| 1 ' | | | |
| Header Lines | | | |
| Start Line | • | | |
| | | | |
| and/or Col F | rom/to F Value | | |
| | | | |
| | · —— — — —— | | |
| | | | |
| | · —— — — —— | | |
| | · —— — — —— | | |
| | | | |
| | | | |
| $\texttt{Command} => \underline{\hspace{1cm}}$ | | | |
| Enter-PF1PF2- | PF3PF4PF5- | PF6PF7PF8PF9PF1 | LOPF11PF12 |
| Help | Exit Flip Do | Undo Ext | Menu |

Field Descriptions/Column Headings: Report Definition - Standard Separation 3

Search

Line

Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.

• String

Enter the string to be searched for. If this string appears on a page, the page is processed. If no string is found, the page is rejected.

You can specify a search pattern like:

```
*STRING1*STRING2*

or

*STRING1%STRING2*
```

where * stands for any string and % stands for any character.

Header Lines

Enter the number of lines (0-20), starting from the top of the page, which are used as header lines. To determine this line number, you must also count lines containing only carriage control

If Header Lines = 0, no header lines are added. Otherwise, if there is at least one line on a page, which matches the separation's logical expression, the header lines are added.

• Start Line

Enter the line, starting from the top of the page, from which filter processing starts. The lines preceding the Start Line are automatically excluded from the Report, unless they are defined as Header Lines. To determine this line number, you must also count lines containing only carriage control characters.

• and/or

Concatenates two conditions. Possible values:

| Operator | Meaning |
|----------|--|
| AND | Concatenates with logical AND. |
| OR | Concatenates with logical OR. |
| (blank) | Concatenates the same variable with OR=. |

For an example, see below.

• Col From/to

Indicates the position of the operand. Enter positions in column from which to start and at which to end filter processing (value from 1 to 251).

• F

Format. Variable type (first column) and relational expression (second column). Possible values:

Variable Types:

| Variable | Meaning |
|----------|---|
| A | Alphanumeric |
| M | Mask as described in the Natural Reference Documentation . |
| N | Numeric |

Relational Expressions:

| Operator | Meaning |
|----------|---------------------------|
| EQ, = | Equal to. |
| GE, >= | Greater than or equal to. |
| GT,> | Greater than. |
| LE, <= | Less than or equal to. |
| LT, < | Less than. |
| NE, ! | Not equal to. |

Value

Enter a numeric or alphanumeric value or a mask definition.

Note:

If most of these lines are rejected, set Store in NOM DB=Y (on the Report Definition >General Attributes screen; see the field description on page 13). The selected lines are copied to the Entire Output Management Data Base and the spool data set can be deleted.

Example 3: Salary Report

We have a Salary Report sorted by department number and want to extract all employees with sex = M, personnel ID number >= 6000000 and birthday <= 50/01/01 (sub-department COMP12):

Report Definition - Standard Separation 3 screen (example)

```
15:45:40
                   **** ENTIRE OUTPUT MANAGEMENT ****
                                                          2000-11-15
User ID GHH
             - Report Definition >Standard Separation 3 -
Report
   Name ..... PWR-EMPL-STD3-D3_
Search
   Line ..... 3_
   String ..... *COMP12*__
Header Lines ..... 8_
Start Line ..... 9___
   and/or Col From/to F
          55_ 62_ N GE 6000000_____
     AND
         65_ 65_ A EQ M_
                  A LE 50/01/01_____
     AND
          67_ 74_
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help
               Exit Flip Do
                              Undo
                                                            Menu
```

The lines 1 to 8 are taken as header lines. The filter starts in line 9.

Example 4: Natural CATALL Report

We have a CATALL list and want to extract all lines with error number unequal to 0.

Report Definition - Standard Separation 3 screen (example)

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
 15:45:40
User ID GHH - Report Definition >Standard Separation 3 -
   Name ..... NOM-CATALL-ERRORS_____
Search
   Line ..... 3_
   String ..... *- Error Report -*____
Header Lines ..... ___
Start Line ..... 6__
   and/or Col From/to F Value
           16_ 19_ N NE 0__
     OR_
           65_ 65_ N NE 0___
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip Do Undo
                                               Ext
     Help
                                                              Menu
```

No header lines are added. The filter starts in line 6 on pages with the string - Error Report - in line 3.

Tracing Report Processing

The Trace Report Processing facility enables you to monitor each step in the processing of user routines which create or separate a Reports.

Tracing Report Processing under POWER

There are two ways to access the Trace Report Processing facility:

• on the Report Definition >Separation Attributes screen of the Report to be traced, press PF11 (Trace);

OR

• enter TRACE on the command line of any screen and press Enter.

The Trace Report Processing screen appears:

```
15:15:06
                      **** ENTIRE OUTPUT MANAGEMENT ****
                                                                    2000-11-15
User ID GHH
                       - Trace Report Processing POWER -
Report
                          Exit-Pgm
                                           NatLib
                                                             Lang
               Node 33_ Job name
                                            Job no
                                                              Queue
Trace 1_
Cmd Step RC RecNumb Action Message
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip
                                                     Procs Brows Selct Menu
```

Special PF Key Assignments: Trace Report Processing POWER

| PF Key | Function | Explanation |
|--------|----------|--|
| PF9 | Procs | Begin or continue Trace Report Processing for the specified number of trace steps. |
| PF10 | Brows | Browse Report. See the subsection Browsing a Report. |
| PF11 | Selct | Select spool data for trace. See Selecting POWER Spool Data for Trace. |

Field Descriptions: Trace Report Processing POWER

Report

Enter the Report definition to be used.

Class

Enter the spool class where the output to be used is located.

• Trace

Enter the number of calls to the User Routine, which are to be processed without user interaction.

Node

Enter the Entire System Server node number on which the spool resides.

The following parameters are not modifiable. They are derived from parameters of the Report definition:

• Exit-Pgm (output field)

The name of the User Routine program.

• Job name (output field)

The job name of the output being used.

• NatLib (output field)

Library where the User Routine is located.

• Job no (output field)

The job number of the output being used.

• Lang (output field)

Language in which the User Routine is written (Natural or other).

• Queue (output field)

LS - POWER list queue.

Column Headings: Trace Report Processing POWER

• Cmd

Enter a two-character line command:

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Step

Identifying step number (number of times the exit has been called).

• RC

Return code given by the User Routine.

RecNumb

Record number being processed with this call to the User Routine.

Action

Action code given by the User Routine.

Message

Additional information.

To trace processing for a Report

- 1. Enter the Report name in the Report field, enter the class in the Class field and the number of steps to be traced in the Trace field.
- 2. Press Enter.
 - If **no spool data exists** in this class, the message appears:

```
No SPOOL data found in class (class) .
```

• If **spool data exists**, a message confirms:

```
SPOOL data selected for trace.
```

Trace Report Processing POWER screen

```
**** ENTIRE OUTPUT MANAGEMENT *****
  15:51:55
                                                                    2000-11-15
 User ID GHH
                       - Trace Report Processing POWER -
 Report PWR-UEX-ADDFPOP-S_
                          Exit-Pgm UEXAOP
                                           NatLib
                                                    NOM131
                                                              Lang
                                                                     NAT
               Node 33_ Job name NOMPWREX Job no
                                                     22383
 Class Z
                                                              Queue
                                                                    LS
 Trace 10
 Cmd Step RC RecNumb Action
                             Message
NOM4104 SPOOL data selected for trace.
 Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12-
     Help
                 Exit Flip
                                                     Procs Brows Selct Menu
```

If spool data exists, press PF9 (Procs).

Report processing is traced for the number of steps entered in the Trace field:

Trace Report Processing POWER screen

```
2000-11-15
 15:54:39
                    **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH
                     - Trace Report Processing POWER -
Report PWR-UEX-ADDFPOP-S_
                       Exit-Pgm UEXAOP NatLib NOM131 Lang
                                                              NAT
             Node 33_ Job name NOMPWREX Job no 22383
                                                        Queue LS
Trace 10
Cmd Step RC RecNumb Action Message
     1 ign 1 CACHEON
     2 ign
                1 FORW
     3 ign
                3 OPEN
                          DEPT-ADMA as #T-0021561-0001
                3 ADDFP
     4 ign
     5 ign
               14 FORW
     6 ign
               16 ADDFP
      7 ign
                25 FORW
                27 OPEN
                            DEPT-COMP as #T-0021561-0002
      8 ign
     9 ign
10 ign
                27 ADDFP
                47 FORW
NOM4109 10 step(s) traced.
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help
               Exit Flip
                                                Procs Brows Selct Menu
```

Available Line Commands: Trace Report Processing POWER

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Selecting POWER Spool Data for Trace

If more than one spool data set has been identified, you can select one to be traced.

The following window opens automatically the first time you enter the spool type in the Class field or if you press PF11 (Select):

Select a POWER Spool Data Set for Trace window

```
15:51:55
                     **** ENTIRE OUTPUT MANAGEMENT ****
                                                               2000-11-15
User ID GHH
                      - Trace Report Processing POWER -
                                                                        !
                - Select a POWER SPOOL Data Set for Trace -
      Jobname JobNr Queue Disp Seg Destin. User
                                                    Pages
                                                            Lines
 !
    _ NOMPWREX 22382 LS
 !
                         H
                                1
                                     MRS
                                                                       !
    _ NOMPWREX 22383 LS
                           Η
                                 1
                                           MRS
                                                         171
                                                                  2475
 !
 !
  !
    PF3 = Exit
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip
     Help
                                                   Procs Brows Selct Menu
```

• Select the data set to be traced by marking it with any character and pressing Enter.

You return to the Trace Report Processing POWER screen.

• Enter the class in the Class field and the number of steps to be traced in the Trace field and press PF9 (Procs).

Report processing is traced for the number of steps entered.

Browsing a Report

- To browse the contents of a Report:
 - 1. On the Trace Report Processing POWER screen, press PF10 (Brows).

The Select a Report for Browsing window opens:

```
13:20:44
                  **** ENTIRE OUTPUT MANAGEMENT ****
                                                       2000-11-15
User ID GHH - Trace Report Processing POWER -
Report PWR-UEX-ADDFPOP-S_____ +-----
                   Exit-Pg ! Select a Report for Browsing !
            Node 33_ Job name !
Class Z
Trace 10
                                                     Lines
                           !
                                 Report
                                                               !
Cmd Step RC RecNumb Action Mes!
                                                               !
                                                 24
                         ___ ! _ #T-0021567-0001
                                                               !
     1 ign 1 CACHEON ! _ #T-0021567-0002
                                                          22
                                                               !
     2 ign
                         2!
               1 FORW
3 OPEN
                                                                !
              3 ign 3 OPEN
4 ign 3 ADDFP
5 ign 14 FORW
6 ign 16 ADDFP
7 ign 25 FORW
8 ign 27 OPEN
9 ign 27 ADDFP
10 ign 47 FORW
                                                                !
                                                                !
                                                                !
                         !
                                                                !
                         2!_
                                                                !
                        DE ! _
                                                                !
    9 ign 27 ADDFP
                         ! _
                                                                !
                        2!
             47 FORW
    10 ign
                                                                !
                         ! PF3 = Exit
                                                                !
NOM4109 10 step(s) traced.
                           !
Command => ____
                        __+-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help Exit Flip
                                   Procs Brows Selct Menu
```

2. In the Select Report window, enter **X** in the selection field preceding the report to browse and press Enter.

The Report Browsing screen appears:

| 15:56: | | | OUTPUT MANAGEMENT ***** . 000000 T 000024 | | -11-15 |
|---|-------------|---------------------------------|--|---------------|--------|
| _ | #1-0021561- | UUU1(Z1561) 1 | 1 000000 1 000024 | | |
| ====> | | | | SCROLL===> | |
| | ***** | * * * * * * * * * * * * * * * * | *** top of data ******* | | ***** |
| 000001 | | | | | |
| 000002 | | | Employee List sorted | l by Departme | nts |
| 000003 | | | Department - | - ADMA01 | |
| 000004 | | | EMPLOYEES | 3 | |
| 000005 | DEPARTMENT | NAME | FIRST-NAME | PERSONNEL S | DATE |
| 000006 | CODE | | | ID E | OF |
| 000007 | | | | X | BIRTH |
| 000008 | | | | | |
| 000009 | ADMA01 | BUHL | LEON | 40000745 M | 33/09/ |
| 000010 | ADMA01 | JENSEN | HANS | 40000001 M | 54/02/ |
| 000011 | ADMA01 | MADSEN | EVA | 40000315 F | 34/01/ |
| 000012 | ADMA01 | MORTENSEN | ALLAN | 40000233 M | 33/10/ |
| 000013 | ADMA01 | PETERSEN | PREBEN | 40000110 M | 64/04/ |
| 000014 | | | | | |
| 000015 | | | Employee List sorted | d by Departme | nts |
| 000016 | | | Department - | - ADMA02 | |
| 000017 | | | EMPLOYEES | 3 | |
| 000018 | DEPARTMENT | NAME | FIRST-NAME | PERSONNEL S | DATE |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11PF12 | | | | | |
| He | elp 1 | End Layou Rfin | nd Up Down | Left Right | Menu |

ISPF-like local commands enable you to browse the Report.

Special PF Key Assignments: Browse Report

| PF Key | Function | Explanation |
|-----------|----------|------------------------------|
| PF4 Layou | | Modify Report screen layout. |
| PF5 | Rfind | Find a string again. |

Displaying a Record

To display a spool record:

• On the Trace Report Processing POWER screen, enter DI in the two-character command line preceding the record to display and press Enter.

The Display Record window opens:

| 1-15 + ! |
|---|
| + ! |
| + ! |
| ! |
| |
| ! |
| + ! |
| 4! |
|) ! |
| € ! |
| 5! |
| 4! |
|) ! |
| 4! |
|) ! |
| 4! |
|) ! |
| + ! |
| ! |
| ! |
| ! |
| ! |
| + |
| 2 |
| ı |
| - + + + + + + + + + + + + + + + + + + + |

The selected spool record appears in a 'normal display' on the left-hand side of the screen and in a 'HEX display' on the right-hand side of the screen.

Special PF Key Assignments: Display Record

| PF Key | PF Key Function Explanation | | | |
|--------|---------------------------------|-----------------------------|--|--|
| PF3 | Exit | Return to previous screen. | | |
| PF7 | Up | Display columns 1 to 125. | | |
| PF8 | Down | Display columns 126 to 250. | | |

Tracing Report Processing under JES

- There are two ways to access the Trace Report Processing JES facility:
 - On the Report Definition >Separation Attributes screen of the Report to be traced, press PF11 (Trace);

OR

• Enter TRACE on the command line of any screen and press Enter.

The Trace Report Processing JES screen appears:

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                              2000-11-15
 10:53:24
User ID MRS
                     - Trace Report Processing JES -
Report UEX-DEFAULT_____
                      Exit-Pgm
                                      NatLib
                                                         Lang
Class _
            Node 144 Job no
                                       Data set
                                                         Type
Trace 1_
                       Job name
                                       ProcName
                                                         Step
                                                         DDName
Cmd Step RC RecNumb Action Message
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip
                                               Procs Brows Selct Menu
```

Special PF Key Assignments: Trace Report Processing JES

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | Procs | Begin or continue Trace Report Processing for the specified number of trace steps. |
| PF10 | Brows | Browse Report. See the subsection Browsing a Report. |
| PF11 | Selct | Select spool data for trace. See the subsection Selecting JES Spool Data for Trace. |

Field Descriptions: Trace Report Processing JES

Report

Enter the Report definition to be used.

Class

Enter the spool class where the output to be used is located.

• Trace

Enter the number of calls to the User Routine, which are to be processed without user interaction.

Node

Enter the Entire System Server node number on which the spool resides.

The following parameters **cannot** be modified. They are derived from parameters of the Report definition:

• Exit-Pgm

The name of the User Routine program.

Job no

The job number of the output being used.

Job name

The job name of the output being used.

• NatLib

Library where the User Routine is located.

• Data set

Spool data set to be processed.

ProcName

Identifying PROCNAME.

Lang

Language in which the User Routine is written (Natural or other).

Type

Data set type: JL, SI, SO ..., etc.

Step

Identifying STEPNAME.

• DDName

Identifying DDNAME.

Column Headings: Trace Report Processing JES

See the subsection Column Headings: Trace Report Processing POWER.

To trace processing for a Report

- Enter the Report name in the Report field, enter the class in the Class field and the number of steps to be traced in the Trace field. Press Enter.
 - O If **no spool data exists** in this class, the message appears:

```
No SPOOL data found in class (class) .
```

O If **spool data exists**, a message confirms:

```
SPOOL data selected for trace.
```

Trace Report Processing JES screen

```
11:12:08
                     **** ENTIRE OUTPUT MANAGEMENT *****
                                                                 2000-11-15
 User ID MRS
                       - Trace Report Processing JES -
 Report UEX-DEFAULT____
                         Exit-Pgm UEXDEF
                                          NatLib NOM132U Lang
                                                                  NAT
              Node 144 Job no 5528
                                          Data set 31
                                                           Type
 Trace 1_
                         Job name JPB
                                          ProcName ISPFSAG Step
                                                                  ISPFSAG
                                                            DDName DDPRINT
 Cmd Step RC RecNumb Action Message
NOM4104 Sysout selected for trace.
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip
     Help
                                                  Procs Brows Selct Menu
```

• If spool data exists, press PF9 (Procs).

Report processing is traced for the number of steps entered in the Trace field:

Trace Report Processing JES screen

```
**** ENTIRE OUTPUT MANAGEMENT ****
 11:17:42
                                                          2000-11-15
User ID MRS
                     - Trace Report Processing JES -
Report UEX-DEFAULT___
                      Exit-Pgm UEXDEF NatLib NOM132U Lang
             Node 144 Job no 5528
Class X
                                     Data set 31
                                                     Type
                                                           SO
Trace 1_
                      Job name JPB
                                     ProcName ISPFSAG Step
                                                           ISPFSAG
                                                     DDName DDPRINT
Cmd Step RC RecNumb Action Message
      NOM4108 End of trace.
Command => ___
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip
     Help
                                             Procs Brows Selct Menu
```

Available Line Commands: Trace Report Processing JES

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Selecting JES Spool Data for Trace

If more than one spool data set has been identified, you can select one to be traced.

The following window opens automatically the first time you enter the spool type in the Class field or if you press PF11 (Select):

The Select a JES Sysout Data Set for Trace window appears:

| Re | | | | | | | | | | | + |
|------|---|----|-----------------|-----------|-----------|-----------|-----------|----------|--------|-------|-----|
| Cl | | | | ~ 7 | | | | _ | | | ! |
| Tr | ! | | | - Sel | ect a JES | Sysout Da | ata Set i | or Trace | _ | | ! |
| Cm | ! | | TobNr | Johname | Procname | Stenname | DDMame | Time Nr | т. і | nes. | ! |
| Cili | | | OODIVI | OODITAILE | TTOCHAME | Всерпаше | DDIVALLE | Type IVI | | .1100 | |
| | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 31 | 3 | · - |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 25 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 19 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 13 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 7 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 1 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 31 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 25 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 19 | 3 | ! |
| _ | ! | _ | 5528 | JPB | ISPFSAG | ISPFSAG | DDPRINT | SO | 13 | 3 | ! |
| _ | ! | | | | | | | | | | ! |
| | ! | PF | $^{\circ}3 = E$ | xit | | | | | | | ! |

• Select the data set to be traced by marking it with any character and pressing Enter.

You return to the Trace Report Processing JES screen.

• Enter the class in the Class field and the number of steps to be traced in the Trace field and press PF9 (Procs).

Report processing is traced for the number of steps entered.

Tracing Report Processing under BS2000/OSD

- There are two ways to access the Trace Report Processing BS2000/OSD facility:
 - On the Report Definition >Separation Attributes screen of the Report to be traced, press PF11 (Trace);

OR

• Enter TRACE on the command line of any screen and press Enter.

The Trace Report Processing BS2000/OSD screen appears:

Special PF Key Assignments: Trace Report Processing BS2000/OSD

| PF Key | Function | Explanation |
|-----------|----------|--|
| PF9 | Procs | Begin or continue Trace Report Processing for the specified number of trace steps. |
| PF10 | Brows | Browse Report. See the subsection Browsing a Report. |
| PF11 | Selct | Select print files for trace. See the subsection Selecting BS2000/OSD Print Files for Trace. |

Field Descriptions: Trace Report Processing BS2000/OSD

• Report

Enter the Report definition to be used.

Node

Enter the Entire System Server node number on which the print file resides.

• Trace

Enter the number of calls to the User Routine, which are to be processed without user interaction.

• Select File

Enter the completely or partially qualified name of the print file here.

• Print File

The print file you have selected.

Column Headings: Trace Report Processing BS2000/OSD

• Cmd

Enter a two-character line command:

| Command Meaning | | | | |
|--|---|--|--|--|
| BR Browse Report. See the subsection Browsing a Report | | | | |
| DI | Display Record. See the subsection Displaying a Record. | | | |

Step

Trace step number.

RC

Return code given by the User Routine.

• RecNumb

Record number being processed with this call to the User Routine.

• Action

Action code given by the User Routine.

Message

Additional information.

To trace processing for a Report

- Enter the Report name in the Report field and the number of steps to be traced in the Trace field and press Enter.
 - If **no print file exists** in this class, the message appears:

```
No SPOOL data found in class (class) .
```

O If **print files exist**, a message confirms:

```
SPOOL data selected for trace.
```

Trace Report Processing BS2000/OSD screen

• If print files exist, press PF9 (Procs).

Report processing is traced for the number of steps entered in the Trace field:

Trace Report Processing BS2000/OSD screen

```
16:22:10
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                              2000-11-15
 User ID NOM
                    - Trace Report Processing BS2000/OSD -
Report ..... UEX-INSL-ADDP___
                                        _ Node ... 31_ Trace ... 10_
Select file .....
Print file .....: S:$NOM.MRS.LST.EMPLOYEES.SAVE
Cmd Step RC RecNumb Action Message
    1 ign 1 INSL 2 lines
                2 FORW
                            1
      2 ign
                 3 ADDP
      3 ign
               17 INSL
                           2 lines
      4 ign
     5 ign
               18 FORW
                           1
      6 ign
               19 ADDP
                          2 lines
      7 ign
               31 INSL
      8 ign
               32 FORW
      9 ign
               33 ADDP
      10 ign 58 INSL
                        2 lines
NOM4109 10 step(s) traced.
Command => ___
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip
     Help
                                                Procs Brows Selct Menu
```

Available Line Commands: Trace Report Processing BS2000/OSD

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Selecting BS2000/OSD Print Files for Trace

If more than one print file has been identified, you can select one to be traced.

The following window opens automatically the first time you enter selection criteria in the Select File field or when you press PF11 (Select):

Select a BS2000/OSD Print File for Trace window

| | 9:21 **** ENTIRE OUTPUT MANAGEMENT ***** ID NOM - Trace Report Processing BS2000/OSD - | 2000-11-15 |
|----------------------|--|------------|
| Repo Sele Prin | ! - Select a BS2000/OSD Print File For Trace - ! | ! 10 ! |
| Cmd | ! File ! | ! ! |
| | ! _ :S:\$NOM.DAT.B.NOM | ! |
| | ! _ :S:\$NOM.DO.TAPE | ! |
| | ! _ :S:\$NOM.DO.TEST | ! |
| | ! _ :S:\$NOM.E.ARCTEST | ! |
| | ! _ :S:\$NOM.E.DB063.ADAREP | ! |
| | ! _ :S:\$NOM.E.DB063.ADAREP.FGG | ! |
| | ! _ :S:\$NOM.E.NOM.TAPE | ! |
| | ! _ :S:\$NOM.E.NOM.TAPE2 | ! |
| | ! _ :S:\$NOM.E.NOMBIG | ! |
| | ! _ :S:\$NOM.E.NOMPRT.CATALL | ! |
| | ! | ! |
| | PF3 = Exit | ! |
| Comma | + nd => | + |
| | PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF | |
| | Help Exit Flip Procs Brows Se | |

• Select the file to be traced by marking it with any character and pressing Enter.

You return to the Trace Report Processing BS2000/OSD screen. The name of the file selected appears in the Print File field.

• Enter the number of steps to be traced in the Trace field and press PF9 (Procs).

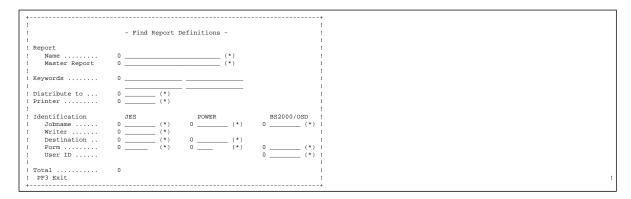
Report processing is traced for the number of steps entered.

Other Report Maintenance Functions

Listing Report Definitions according to Selection Criteria - PF11

- To list only those reports on the Report Maintenance screen which satisfy certain criteria
 - Press PF9 (Selct).

The Find Report Definitions window opens:



In this window you can enter the Report attributes to be used for finding Reports to be listed on the Report Maintenance screen.

Field Descriptions: Find Report Definitions

In all fields marked with an asterisk * below, you can enter selection criteria as described for the field Report Name.

Report

Name *

Enter a Report name or selection criteria for a Report prefix.

For example:

| Name | Meaning |
|--------|---------------------------------------|
| ADA* | Lists all Reports beginning with ADA. |
| ADA-01 | Lists only the Report ADA-01. |

Master Report *

Enter the name of a Master Report or selection criteria for a Master Report prefix.

The Master Report field is used to find **created** reports only. Since these **created** reports have no identification, specifying a master report and jobname identification will result in nothing found.

Keywords

Enter up to 4 keywords.

• Distribute to *

Enter a User ID or Distribution List name, as defined in the User/List field on the Report Definition >Distribution Attributes screen, or enter selection criteria for a User ID/List prefix.

• Printer *

Enter a Printer name, as defined in the Printers field on the Report Definition > Printing Attributes screen, or enter selection criteria for a Printer name prefix.

Identification - JES column

• Jobname *

Enter a job name, as defined in the Jobname field on the Report Definition >JES Identification screen, or enter selection criteria for a job name prefix.

• Writer *

Enter a writer name, as defined in the Or Writer field on the Report Definition >JES Identification screen, or enter selection criteria for a writer name prefix.

Destination *

Enter a destination value, as defined in the Or Destination field on the Report Definition >JES Identification screen, or enter selection criteria for a destination prefix.

• Form *

Enter a FORMS value, as defined in the Or Form field on the Report Definition >JES Identification screen, or enter selection criteria for a form prefix.

Identification - POWER column

• Jobname *

Enter a job name, as defined in the Jobname field on the Report Definition >POWER Identification screen, or enter selection criteria for a job name prefix.

Destination *

Enter a destination value, as defined in the Or Destination field on the Report Definition >POWER Identification screen, or enter selection criteria for a destination prefix.

• Form *

Enter a FORM value, as defined in the Or Form field on the Report Definition >POWER Identification screen, or enter selection criteria for a form prefix.

Identification - BS2000/OSD column

• Johname *

Enter a PNAME, as defined in the Pname field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for a PNAME prefix.

• Form *

Enter a FORM value, as defined in the Or Form field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for a form prefix.

• User ID *

Enter a User ID, as defined in the Or User ID field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for an ID prefix.

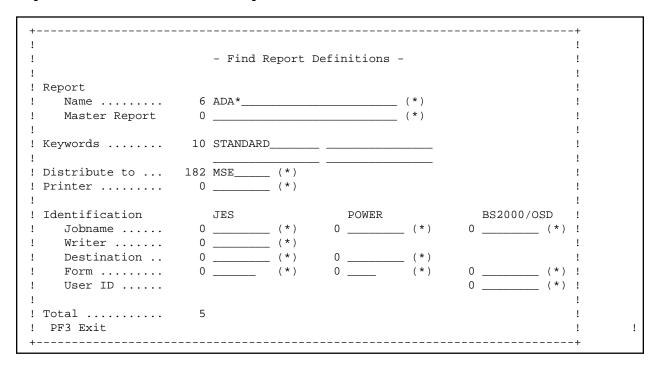
• **Total** (output field)

The total number of Reports, that satisfy all selection criteria, appears here.

When you have finished entering selection criteria, as described in subsection Field Descriptions - Find Report Definitions, above, press Enter.

The number of Reports found, which satisfy the selection criteria entered, is displayed in the numeric fields immediately preceding the respective input fields. The total number of Reports, which satisfy all selection criteria, is displayed in the Total field at the bottom of the screen:

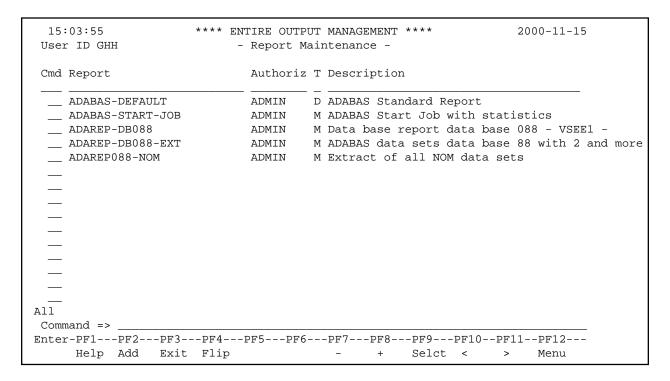
Report Maintenance screen - Find Report Definitions window



In the example above, we are looking for all Reports which begin with ADA, have the keyword STANDARD and are distributed to the User ID MSE.

Entire Output Management has located 6 Reports beginning with ADA, 10 Reports with the keyword STANDARD and 182 Reports distributed to the User ID MSE. There are only 5 Reports that satisfy all these criteria.

Press Enter again. A security check is performed and all Reports found for which the User is authorized are listed on the Report Maintenance screen:



If the User is not authorized for some Reports, a message indicates the number rejected for this reason:

```
n Reports rejected by Security Definition
```

Modifying a Report Definition

To modify a report definition

• On the Report Maintenance screen, enter MO in the two-character command line preceding the Report you want to modify and press Enter.

The Report Definition screen appears for the Report you have selected.

• You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Report definition, press Enter to save your modifications.

A message confirms that the Report definition has been successfully modified:

```
Record modified
```

• If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

```
All modifications committed
```

For explanations of the input fields, see the heading Field Descriptions: Report Definition - General Attributes.

Authorizing User Access to a Report

• On the Report Maintenance screen, enter AU in the two-character command line preceding the Report for which you want to grant authorization and press Enter.

The Authorization List window for Reports opens.

To grant authorization to a new User

• Proceed as described in the Section Authorizing User Access to Objects.

Copying a Report Definition

 On the Report Maintenance screen, enter CO in the two-character command line preceding the Report you want to copy and press Enter.

The Copy Report Definition window opens.

To copy the Report

• Type the name of the target Report in the input field provided and press Enter.

A message confirms:

Report copied successfully

Deleting a Report Definition

To delete a report definition

 On the Report Maintenance screen, enter DE in the two-character command line preceding the Report you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Report again.

• Type the Report name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying a Report Definition

📂 To display a report definition

• On the Report Maintenance screen, enter DI in the two-character command line preceding the Report you want to display and press Enter.

The Report Definition screen appears for the Report you selected.

In display mode you can only view the object parameters. You cannot enter or modify data because all fields are protected.

Displaying Log Information for a Report Definition

To display log information for a report definition

• On the Report Maintenance screen, enter LO in the two-character command line preceding the Report for which you want to display log information and press Enter.

The Log Display screen appears for the Report selected.

• You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Listing Active Reports

To list active reports

• On the Report Maintenance screen, enter LI to list active reports created for this master report.

Renaming a Report Definition

To rename a report definition

• On the Report Maintenance screen, enter RN in the two-character command line preceding the Report you want to rename and press Enter.

The Rename Report window opens.

To rename the Report

• Type the new Report name in the input field provided and press Enter.

Defining A Bundle

This section describes how to create and maintain a Bundle.

It covers the following topics:

- What is a Bundle Definition?
- Listing Bundle Definitions
- Adding a Bundle Definition
- Defining Print Parameters for a Bundle
- Defining a Print Schedule for a Bundle
- Defining the Retention Period for a Bundle
- Defining Bundle Contents
- Selecting Bundle Definitions with Selection Criteria
- Other Bundle Maintenance Functions

What is a Bundle Definition?

A Bundle is a group of Reports collected from different jobs or SYSOUT data sets. A Bundle is printed and distributed as a unit.

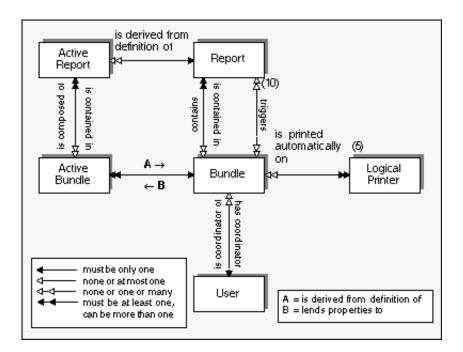
The Reports in a Bundle can be browsed with the Software AG Editor.

Defining a Bundle involves:

- Creating the Bundle
- Defining Print Parameters
- Defining the Retention Period
- Defining the Reports in the Bundle and the Reports that trigger printing
- Authorizing User Access to the Bundle
- Modifying all Parameters

In addition, a Bundle can be copied, deleted, and renamed. Bundle parameters and log information can be displayed. All defined Bundles and the Reports in each Bundle can be listed.

Object relationship diagram



Listing Bundle Definitions

Bundle Maintenance Screen

To list all Bundle definitions

• Enter 2 in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Bundle Maintenance screen will take the following form:

| 17:08:18 User ID GHH | | | PUT MANAGEMEN: aintenance - | Γ **** | 2000-11-1 |
|-------------------------|----------|---------|--------------------------------|-----------------|-----------|
| | | | Report | | |
| Cmd Bundle | | Authori | z Description | | NumRep |
| DEP-ADMA | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 6 |
| DEP-COMP | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 23 |
| DEP-DEPT | | ADMIN | Created by I | OB-POWER-BIG1-S | 21 |
| DEP-FINA | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 11 |
| DEP-HUGO | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | |
| DEP-MARK | | ADMIN | | PWR-EMPL-STD1-S | 11 |
| DEP-MASK | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 5 |
| DEP-MGMT | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 26 |
| DEP-PROD | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 10 |
| DEP-SALE | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 19 |
| DEP-SALG | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 5 |
| DEP-SYSA | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 9 |
| DEP-SYSU | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 5 |
| DEP-TECH | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 29 |
| DEP-VENT | | ADMIN | Created by 1 | PWR-EMPL-STD1-S | 61 |
| Top Of Data | | | | | |
| Command => | | | | | |
| Enter-PF1PF2P | F3PF4 | -PF5PF | 5PF7PF8 | PF9PF10P | F11PF12 |
| Help Add E | xit Flip | | - + | Activ S | elct Menu |

By pressing PF21 (Ext), you can switch to short names display. Then the Bundle Maintenance screen will take the following form:

| 17:08:18 User ID GHH | * | *** ENTIRE OUTPUT MANAGEMENT **** 20 - Bundle Maintenance - Report | 00-11-15 |
|-------------------------|----------|--|----------|
| Cmd Bundle | Authoriz | Description | NumRep |
| DEP-ADMA | ADMIN | Created by PWR-EMPL-STD1-S | |
| DEP-COMP | ADMIN | Created by PWR-EMPL-STD1-S | 23 |
| DEP-DEPT | ADMIN | Created by DB-POWER-BIG1-S | 21 |
| DEP-FINA | ADMIN | Created by PWR-EMPL-STD1-S | 11 |
| DEP-HUGO | ADMIN | Created by PWR-EMPL-STD1-S | |
| DEP-MARK | ADMIN | Created by PWR-EMPL-STD1-S | 11 |
| DEP-MASK | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| DEP-MGMT | ADMIN | Created by PWR-EMPL-STD1-S | 26 |
| DEP-PROD | ADMIN | Created by PWR-EMPL-STD1-S | 10 |
| DEP-SALE | ADMIN | Created by PWR-EMPL-STD1-S | 19 |
| DEP-SALG | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| DEP-SYSA | ADMIN | Created by PWR-EMPL-STD1-S | 9 |
| DEP-SYSU | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| DEP-TECH | ADMIN | Created by PWR-EMPL-STD1-S | 29 |
| DEP-VENT | ADMIN | Created by PWR-EMPL-STD1-S | 61 |
| Top Of Data | | | |
| Command => | | | |
| Enter-PF1PF2 | 2PF3 | PF4PF5PF6PF7PF8PF9PF10PF11- | -PF12 |
| Help Add | d Exit | Flip - + Activ Selct | Menu |

The Bundle Maintenance screen lists all Bundle definitions in alphabetical order, which were created by the User or by someone else who authorized this user to process them.

Special PF Key Assignments: Bundle Maintenance

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add a new Bundle. |
| PF9 | Activ | Switch to the Active Bundles list screen. For more information, see the Section Using Active Bundles. |
| PF11 | Selct | Open the Bundle Selection window. |
| PF21 | Ext | Switch between display of long and short report/bundle names. |

Available Line Commands: Bundle Maintenance

| Command | Meaning | | |
|---------|---|--|--|
| AR | Add Report to the Bundle. | | |
| AU | Authorize other Users to process the Bundle. Only Users with owner authorization for the Bundle can perform this function. For further information, see the Section Authorizing User Access to Objects. | | |
| СО | Copy Bundle definition (including Reports contained in the Bundle). A window opens in which you can enter the name of the new Bundle to be created. | | |
| DE | Delete Bundle definition. | | |
| DI | Display Bundle definition. | | |
| LO | Display Log information about maintenance activity on this Bundle such as who last modified it, who created it, etc. | | |
| МО | Modify Bundle definition. | | |
| RN | Rename Bundle definition. | | |
| RP | List the Reports contained in the Bundle. | | |

Column Headings: Bundle Maintenance

Use an asterisk * as wildcard to enter selection criteria in all fields marked with an asterisk. Only those Bundles which satisfy the criteria are listed.

• Report * (optional)

Enter selection criteria for the Report name(s). This is very useful, if you are looking for a Bundle containing specific Reports but do not know the Bundle name.

• Cmd

Enter a two-character line command here.

• Bundle *

Enter selection criteria for the Bundle name.

Authorization *

Authorization used to access object. You can enter: PUBLIC, a User ID or the name of a Distribution List to display selected Bundles. ADMIN indicates that you are defined as Administrator with Owner authorization for the listed objects. ADMIN cannot be used as selection criteria.

• Description

A short description of the Bundle.

NumRep

Number of Reports in the Bundle.

Adding a Bundle Definition

To add a Bundle

• Press PF2 (Add) on the Bundle Maintenance screen.

The Bundle Definition screen appears:

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Bundle Maintenance screen will take the following form:

| 14:31:42 User ID GHH | **** ENTIRE OUTPUT MANAC - Bundle Definition | | 2000-11-15 |
|--------------------------|---|-----------|------------|
| | | | |
| Coordinator ID Retention | (Period) _ (Uni | it) (Cale | ndar) |
| Lines exceeded | (Period) _ (Uni | | |
| Command | | | |
| | | | 1DF12 |
| | Flip Do Undo | | |

By pressing PF21 (Ext), you can switch to short names display. Then the Bundle Maintenance screen will take the following form:

| 14:31:42 User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** - Bundle Definition - | 2000-11-15 |
|-------------------------|--|----------------|
| Bundle Name Description | · | |
| Coordinator ID | (Period) _ (Unit) (Cale | endar) |
| Lines exceeded | (Period) _ (Unit) (Cale | endar) |
| | | |
| | PF4PF5PF6PF7PF8PF9PF10PF1 Flip Do Undo Sched Print | l1PF12 Menu |

These screens are used to define a new Bundle or modify an existing Bundle definition.

Special PF Key Assignments: Bundle Definition

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add another Bundle. |
| PF8 | Sched | Define a Print Schedule. |
| PF9 | Print | Define Print Attributes. |
| PF21 | Ext | Switch between display of long and short report/bundle names. |

Field Descriptions: Bundle Definition

Bundle Name

You must enter a unique name for the Bundle when you are creating a new Bundle. This field is protected when modifying an existing Bundle.

• Description

Enter a short description for the Bundle.

• Coordinator ID

Enter the User ID of the person who is responsible for this Bundle.

If you make no entry here, your User ID is automatically written to this field.

(The coordinator's name, address and telephone number can be printed at the top of the front page of the Bundle separator, if so desired.) For more information, see the subsection Selecting a Bundle Coordinator.

• **Retention** (3 fields)

A **closed** Bundle is kept in the Entire Output Management Data Base until its Retention Period has expired. A closed Bundle can accept no more Reports and a new version of the Bundle is opened for additional Reports.

For more information, see the subsection Defining the Retention Period for a Bundle.

○ (Period)

Enter the number of working days, absolute days, weeks or months the Bundle should be kept in the Entire Output Management Data Base, after it has been closed. When you specify working days, you must enter the name of a Calendar in the (Calendar) field to include only working days.

The default is the system-wide period defined by the system administrator. For more information, see Retention Period under the heading Field Descriptions: Default Bundle Processing of the System Programmer's Documentation.

O (Unit)

Possible values:

W Working days

A Absolute days

V Weeks

M Months

○ (Calendar)

Select a Calendar, if W, working days, is the unit for the Retention Period.

For example, assume you have defined a Calendar in which Saturday and Sunday are marked as holidays: if you enter 2 in the (Number) field, **W** in the (Unit) field and the Bundle is created on Friday evening, then it will be retained until Tuesday evening.

Print Events

• Time schedule (Y/N)

The Bundle can be printed at specified times on specified days.

Enter Y to activate the time schedule which you can define by pressing PF8 (Sched). For more information, see the subsection Defining a Print Schedule for a Bundle.

• Force Flush (3 fields)

If none of the other print events occurs before the period entered here has expired, Bundle closing and printing is forced.

○ (Period)

Enter the number of working days, absolute days, weeks or months the Bundle should remain open. When you specify working days, you can enter the name of a Calendar in the (Calendar) field to include only working days.

O (Unit)

See (Unit) under Retention above.

O (Calendar)

If **W**, working days, is the Unit, select a Calendar.

• Lines Exceeded

When the Report that causes this line number to be exceeded has been written to the Bundle, the Bundle is closed and scheduled for printing.

• Report Arrival

Enter up to 10 Report names here. The Bundle is printed when all these Reports arrive. See the subsection Selecting Reports to Trigger Printing.

Defining Print Parameters for a Bundle

Defining print parameters for a Bundle involves:

- selecting a Bundle coordinator
- selecting Reports to trigger printing
- selecting a Logical Printer(s)
- defining Separator Pages for the Bundle and for Reports in the Bundle

Bundles can be printed:

- manually by an operator
- at a predefined time
- when one or more defined Reports have been processed
- by an Entire Operations trigger.
- by an API trigger from an external application using API

At print time Separator Pages are created as follows:

- one at the start of the Bundle
- one at the end of the Bundle
- optionally, Separator Pages can be printed between Reports

A table of contents is printed at the end of the Bundle and lists the Reports contained.

Selecting a Bundle Coordinator

You can enter the User ID of the person who is responsible for this Bundle.

The coordinator's name, address and telephone number can be used as substitution variables for Separator Pages.

To select a coordinator from a list of Users

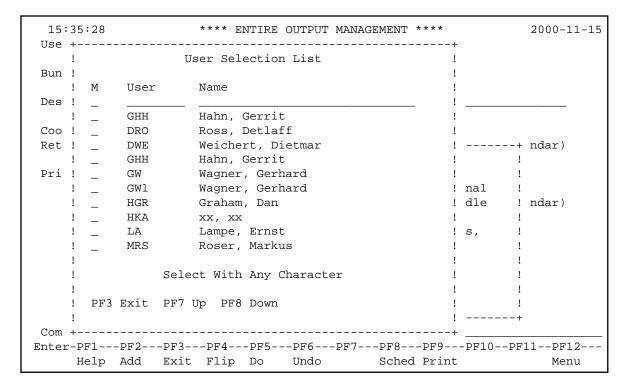
• Enter a question mark (?) in the Coordinator ID field on the Bundle Definition screen and press Enter.

The Bundle Coordinator ID window opens:

| 15:30:49 * User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** - Bundle Definition - | 2000-11-15 |
|-------------------------------|--|----------------|
| | GHH-DEMO | |
| Coordinator ID Retention | ++ | ndar) |
| Force flush Lines exceeded | Bundle Coordinator Id ! ! Enter a User ID of which the personal ! details will be printed on the bundle ! separator front page. ! The printed details include address, ! phone number, name etc ! ! PF3 Quit help ! Enter User Selection List ! | ndar) |
| Command => | | |
| | -PF4PF5PF6PF7PF8PF9PF10PF7 Flip Do Undo Sched Print | L1PF12 Menu |

• Press Enter again.

The User Selection List window opens:



This window lists the IDs of all authorized Users.

 Select an ID by entering any character in the one-character input field preceding the appropriate ID and pressing Enter.

The ID you have selected is written to the Coordinator ID field of the Bundle Definition screen.

Selecting Reports to Trigger Printing

You can enter up to 10 Report names. When all of them arrive, the Bundle is printed.

To select Reports which trigger Bundle printing

• Enter a question mark (?) in one of the Report arrival fields on the Bundle Definition screen and press Enter.

The Trigger Reports window opens:

| | **** ENTIRE OUTPUT MANAGEMENT **** | 2000-11-15 |
|--|--|--------------|
| User ID GHH | ! Trigger Reports | ·+ ! |
| Description | ! .! A bundle may be triggered for printing .! by specifying a list of trigger reports. ! If all trigger reports exist at any .! point of time then the bundle is closed | !! |
| Retention | : and princed. ! | ! ndar) ! |
| Time schedule Force flush Lines exceeded | ! Enter Report Selection List .! PF3 Quit help .! .+ | |
| Command => | | |
| | PF4PF5PF6PF7PF8PF9PF10F | PF11PF12 |
| Help Add Exit | Flip Do Undo Sched Print | Menu |

Trigger Reports are automatically added to the list of Reports to be included in the Bundle (see the subsection Defining Bundle Contents). However, they are not automatically deleted from Bundle Contents (Report in Bundle screen) when removed from Report arrival.

• Press Enter again.

The Report Selection List window opens:

| | **** ENTIRE | OUTPUT MANAGEMENT **** | 2000-11-15 |
|----------------|-------------|-----------------------------|------------|
| User ID GHH | + | + | + |
| | ! | ! - Report Selection List - | ! |
| Bundle | ! | - | ! |
| Name | | | ! |
| Description | ! by speci | ! Report | ! |
| | ! If all t | ! | ! |
| Coordinator ID | ! point of | ! _ ADABAS-DEFAULT | 1 |
| Retention | ! and prin | ! _ ADABAS-START-JOB | ! dar) |
| | ! | ! _ ADAREP-DB088 | ! |
| Print events | ! Enter R | ! _ ADAREP-DB088-EXT | ! |
| Time schedule | ! PF3 Q | ! _ ADAREP088-NOM | ! |
| Force flush | ! | ! BERTA | ! dar) |
| Lines exceeded | + | ! _ GHH-ABCD | ! |
| Report arrival | ? | ! _ DB-FVSE-BIG-S | ! |
| | | ! _ DB-FVSE-BIG1-S | ! |
| | | ! DB-FVSE-POINTER | ! |
| | | ! | ! |
| | | ! PF3 Exit PF7 Up PF8 Down | ! |
| | | ! | ! |
| | | + | + |
| | | | |
| Command => | | | |
| | -PF4PF5 | -PF6PF7PF8PF9PF10F | PF11PF12 |
| | | Undo Sched Print | Menu |

This window lists the names of all defined Reports.

- Scroll the list down with PF8 (Down) and back up with PF7 (Up).
- Select a Report to trigger Bundle printing by entering any character in the one- character input field preceding the appropriate Report name and pressing Enter.

The name of the Report you have selected is written to the Report arrival field on the Bundle Definition screen.

Selecting a Logical Printer for a Bundle and Defining Separator Pages

To select Logical Printers to print the Bundle and define Separator Pages

• Press PF9 (Print) on the Printing Attributes screen.

The Bundle Definition >Printing Attributes screen appears:

```
**** ENTIRE OUTPUT MANAGEMENT ****
 14:44:36
                                                          2000-11-15
User ID GHH - Bundle Definition>Printing Attributes -
Bundle
   Name ..... GHH-DEMO__
Hold before print .... _ (Y/N)
Printers ..... _____
Copies ..... ____
Report Separator Pages \_ (Y/N)
Bundle Separator Pages
   Start .....
   End .....
   Copies ..... 1___
Jobcards
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help Add Exit Flip Do Undo Ext Edit Prtr Menu
```

Special PF Key Assignments: Bundle Definition - Printing Attributes

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | Edit | Edit Separator member. Position cursor on Start or End field. Press PF10. |
| PF11 | Prtr | Define (up to 20) additional printers. |

Field Descriptions: Bundle Definition - Printing Attributes

• Hold Before Print

Enter \mathbf{Y} to hold Bundle printing until released manually. Enter \mathbf{N} to print Bundle immediately.

Printers

You can enter the names of up to 5 Logical Printers, on which to print the Bundle. If printers are specified in the Bundle Defaults (see Printer fields in the System Programmer's Documentation) they appear here. You can delete or change these.

To select a Logical Printer from a list of printers which have already been defined

• Enter a question mark (?) in one of these fields and press Enter.

The Printer Selection List window opens:

| 15:58:49 **** ENTIRE User ID GHH - Bundle Defin | | _ | | 11-15 |
|---|---------------|---------------------|---------------------------------------|---------|
| USEL ID Gilli - Bullate Dellii | | _ | | |
| Bundle NameGHH-DEMO | ! | | r Selection List - | ! |
| Name Gill DEMO | | Select w | with any character | . ! |
| <pre>Hold before print (Y/N) Printers?</pre> | ! _ | | - | !! |
| Copies | _ | DAEPRT14 MRSCNT0 | DC Group Printer Print to Connect CON | ! |
| Report Separator Pages _ (Y/N) | · – | | Print to Connect CON | ! |
| Bundle Separator Pages | ! _ | MRSCNT11 | Connect Printer | ! |
| Start | · | | | ! |
| End | | | | ! |
| Copies 1 | ! - | | Print to POWER Print to Power witho | ! |
| Jobcards | · – ! | PHOT WICZ | TITHE CO TOWEL WICH | ! |
| | ! Top | Of Data | | ! |
| | ! | | | ! |
| - | ! PF3 | 3 Exit PF7 U | p PF8 Down | ! |
| Command => | : + | | | ! ++ |
| Enter-PF1PF2PF3PF4PF5- | | | | |
| Help Add Exit Flip Do | | | | |

This window lists the names of all defined Logical Printers.

• Select a printer by entering any character in the one-character input field preceding the appropriate printer and pressing Enter.

The name of the Logical Printer you have selected is written to the Printers field of the Printing Attributes screen.

Copies

Enter the number of times the Bundle is to be printed on the respective printers.

• Report Separator Pages (Y/N)

Y is the default value and prints the Report Separator Page.

Enter N not to print the Separator.

The number of Separator Pages can be defined for each Report in the Bundle.

See the subsection Adding a Report to a Bundle.

• Bundle Separator Pages (3 fields)

If separator values are specified in the Bundle Processing Defaults (see Separator fields of the System Programmer's Documentation), they appear in the (Start) and (End) fields here. You can change or delete these.

O (Start)

Enter the separator member name to be printed at the **beginning** of the Bundle. If this field is omitted, then the standard separator is used.

○ **(End)**

Enter the separator member name to be printed at the **end** of the Bundle. If this field is omitted, then the standard separator is used.

○ (Copies)

Enter the number of Separator Pages to be printed for the Bundle.

Jobcards

Enter the job cards used when Bundle printing is performed with batch jobs. The following substitution variables can be used:

```
§USER, §BUNDLE
```

If you leave this field blank, the Jobcards specification for the Logical Printer is used instead. See Jobcards in Defining a Logical Printer.

To define or modify more than 5 printers

• Press PF11 (Prtr) on the Bundle Definition > Printing Attributes screen.

The screen Bundle Definition >Additional Printers appears:

| 1 | **** ENTIRE OUTPUT MANAGEMENT **** GHH - Bundle Definition >Additional Printers - | 2000-11-15 |
|--------------------|---|------------|
| Bundle Name | UKSJUBU2 | |
| Printers Copies | (6-10) | - |
| | (11-15) | - |
| Printers Copies | (16-20) | - |
| | | |
| | | |
| Command => | | |
| Enter-PF1 | -PF2PF3PF4PF5PF6PF7PF8PF9PF10PF | '11PF12 |
| Help | Add Exit Flip Do Undo Ext | Menu |

Using this screen, you can define up to 20 additional printers.

Field Description: Bundle Definition - Additional Printers

Printer

Enter the names of up to 15 logical printers on which the bundle is to be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.

Copies

Specify how many copies should be printed on each printer.

Defining a Print Schedule for a Bundle

You can define a print schedule for a Bundle by pressing PF8 (Sched) from the Bundle Definition screen. This schedule is activated if you enter **Y** in the Time schedule field on the Bundle Definition screen.

To define a print schedule for a bundle

Press PF8 (Sched).

The Print Schedule window opens:

```
14:40:10
User ID GHH !
       ! Print Schedule
Bundle ! not before ... 00:00 Name ....! every ...... 00:00
Description ! not later .... 00:00
(Sa Su Mo Tu We Th Fr)
           ! Monthly Days .... ___ _ __ _
Print events !
   Time sche !
                                                                    !
   Force flu!
                                                                    !
   Lines exc !
                                                                    !
   Report ar !
                                                                    !
            ! Calendar ..... __
                                                                    !
            ! before or after
                                                                    !
               Holiday ....._
                                                                    !
                                                                    !
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add Exit Flip Do Undo
```

Field Descriptions: Print Schedule

• not before

The Bundle is not printed before the time you enter here.

every

Enter a time interval here. For example, if you enter 8:00 in **not before**, above and 01:00 in **every** and the Bundle arrives at 8:36, it will be printed at 9:00.

If the Bundle arrives between 9:00 and 10:00, it will be printed at 10:00, and so forth. See the subsection Print Schedule Examples.

• not later

The Bundle is not printed after the time you enter here.

Weekdays

To print the Bundle on the same days every week, enter two-letter code for the days: **SA** (Saturday), **SU** (Sunday), **MO** (Monday), **TU** (Tuesday),

WE (Wednesday), TH (Thursday) FR (Friday).

Monthly Days

If the Bundle is to be printed on the same dates every month, enter the dates here in two-digit format: 01, 02, 03 ... 26, 27.

Enter ALL for all days of the month or LD for the last day of the month.

Note:

You cannot specify both weekdays and monthly days in parallel.

• Calendar

If you specify a Calendar here, the Bundle is only printed on days defined as **workdays** in the Calendar. The Bundle is not printed on days defined as **holidays**. To select a Calendar from a list of defined Calendars, enter a question mark (?) here and press Enter. The Calendar Selection List window opens:

Bundle Definition screen - Calendar Selection List window

| 16 + | | ++ |
|--------|-------------------------|----------------------------|
| Use ! | Calendar Selection List | !!! |
| ! | | 1 |
| Bun! | Cmd Calendar Year | ! 00:00 ! |
| ! | | ! 00:00 ! |
| Des ! | GHH 1999 | ! 00:00 ! |
| ! | DEMO-CAL 1999 | !!! |
| Coo! | LAMPE 1999 | ! ! |
| Ret ! | | ! (Sa Su Mo Tu We Th Fr) ! |
| ! | | ! ! |
| Pri! | | ! ! |
| ! | | ! ! |
| ! | | ! ! |
| ! | | ! ! |
| ! | | !!! |
| ! | | ! ?! |
| ! | PF3 Exit | !!! |
| ! | | ! _ |
| + | | + ! |
| | + | + |
| | | |
| Comma | and => | |
| Enter- | PF1PF2PF3PF4PF | '5PF6PF7PF8PF9PF10PF11PF12 |
| | Help Add Exit Flip Do | Undo Menu |

This window lists the names of all defined Calendars. Select a Calendar by entering any character in the field preceding it and pressing Enter.

The name of the Calendar selected is written to the Calendar field.

For more information on Calendars, see the subsection Defining a Calendar in the System Programmer's Documentation.

• before or after Holiday

Should a printing date fall on a Calendar holiday, enter **A** here to print on the first workday **after** the holiday, enter **B** to print on the last workday **before** the holiday.

Print Schedule Examples

Print at a Fixed Time on Fixed Weekdays - also on holidays

- To print a Bundle at 2 p.m. on all Mondays, Wednesdays and Fridays whether or not they are holidays
 - Define these fields as follows:

| 0 | not before | 14:00 |
|---|------------|------------|
| 0 | every | 00:00 |
| 0 | not later | 14:00 |
| 0 | Weekdays | MO, WE, FR |

Print at a Fixed Time on Fixed Monthly Dates - on day before holiday

- To print a Bundle at 7 p.m. on the 15th and on the last day of the month or, if these days are holidays, on the last workday <u>before</u> the holiday
 - Define these fields as follows:

| 0 | not before | 19:00 |
|---|--------------|--------|
| 0 | every | 00:00 |
| 0 | not later | 19:00 |
| 0 | Monthly | 15, LD |
| 0 | Calendar | MRS |
| 0 | before/after | В |

Print Schedule Examples - continued

Print Daily between Fixed Times - on day after holiday

- To print a Bundle daily when it arrives between 8 a.m. and 7 p.m. or, if the day is a holiday, on the first workday <u>after</u> the holiday
 - Define these fields as follows:

| 0 | not before | 08:00 |
|---|--------------|-------|
| 0 | every | 00:00 |
| 0 | not later | 19:00 |
| 0 | Monthly | ALL |
| 0 | Calendar | MRS |
| 0 | before/after | A |

Print on Workdays at Fixed Times - on day after holiday

To print a Bundle at 7 a.m., 1 p.m. and 7 p.m. from Monday to Friday or, if the day is a holiday, on the first workday <u>after</u> the holiday

• Define these fields as follows:

| 0 | not before | 07:00 |
|---|------------|-------|
| 0 | every | 06:00 |
| 0 | not later | 19:00 |

O Weekdays MO, TU, WE, TH, FR

Calendar MRSbefore/after A

Defining the Retention Period for a Bundle

Selecting a Calendar

If you specify W working days as the unit for the Retention Period, you can select a Calendar which excludes holidays.

To select a Calendar from a list of defined Calendars

• enter a question mark (?) in the Retention (Calendar) field on the Bundle Definition screen and press Enter.

The Calendar Selection List window opens:

| 16:25:29 | + | MENT **** | 2000-11-15 |
|----------------|---------------------------------------|-------------|------------|
| User ID GHH | ! Calendar Selection List ! | _ | |
| | ! | | |
| Bundle | ! Cmd Calendar Year | | |
| Name | ! ! | | |
| Description | ! GHH 1999 ! | | |
| | ! DEMO-CAL 1999 ! | | |
| Coordinator ID | ! LAMPE 1999 ! | | |
| Retention | ! ! |) | (Calendar) |
| | ! ! | | |
| Print events | ! ! | | |
| Time schedul | · · · · · · · · · · · · · · · · · · · | | |
| Force flush | · — |) | (Calendar) |
| Lines exceed | | | |
| Report arriv | ! ! | | |
| | ! | | |
| | ! PF3 Exit | | |
| | ! | | |
| | + | - | |
| | | | |
| _ | | | |
| Command => | | | |
| | PF3PF4PF5PF6PF7 | | |
| Help Add | Exit Flip Do Undo | Sched Print | Menu |

This window lists the names of all defined Calendars.

• Select a Calendar by entering any character in the field preceding it and pressing Enter.

The name of the Calendar selected is written to the (Calendar) field on the Bundle Definition screen.

For more information on Calendars, see the subsection Defining a Calendar in the System Programmer's Documentation.

Defining Bundle Contents

Listing the Reports Included in a Bundle

- To list the Reports to be included in a Bundle
- Enter the RP line command in the two-character command line preceding the appropriate Bundle on the Bundle Maintenance screen. Press Enter.

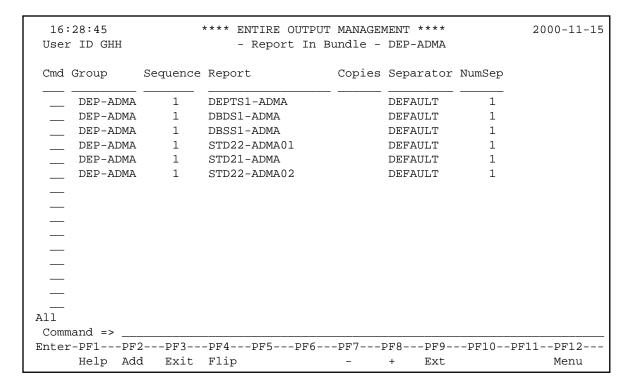
The Report in Bundle screen appears with a list of all Reports to be included in the Bundle.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report in Bundle screen will take the following form:

| 14:48:15 User ID GHH | | **** ENTIRE OUTPUT MANA - Report In Bundle - | | | 2000-11-15 |
|-------------------------|----------|---|---------------|-----------|------------|
| Cmd Group | Sequence | Report | Copies | Separator | NumSep |
| SJUGRP1 | 1 | UKSJU-SEP-1 | - | DEFAULT | 1 |
| SJUGRP1 | 2 | UKSJU-SEP-2 | | DEFAULT | 1 |
| SJUGRP1 | 3 | UKSJU-SEP-3 | | DEFAULT | 1 |
| SJUGRP1 | 4 | UKSJU-SEP-4 | | DEFAULT | 1 |
| SJUGRP1 | 5 | UKSJU-SEP-5 | | DEFAULT | 1 |
| SJUGRP1 | 6 | UKSJU-SEP-6 | | DEFAULT | 1 |
| SJUGRP1 | 7 | UKSJU-SEP-7 | | DEFAULT | 1 |
| SJUGRP1 | 8 | UKSJU-SEP-8 | | DEFAULT | 1 |
| SJUGRP1 | 9 | UKSJU-SEP-9 | | DEFAULT | 1 |
| SJUGRP1 | 10 | UKSJU-SEP-10 | | DEFAULT | 1 |
| SJUGRP1 | 11 | UKSJU-SEP-11 | | DEFAULT | 1 |
| SJUGRP1 | 12 | UKSJU-SEP-12 | | DEFAULT | 1 |
| SJUGRP1 | 13 | UKSJU-SEP-13 | | DEFAULT | 1 |
| SJUGRP1 | 14 | UKSJU-SEP-14 | | DEFAULT | 1 |
| SJUGRP1 | 15 | UKSJU-SEP-15 | | DEFAULT | 1 |
| Top Of Data | | | | | |
| Command => _ | | | | | |
| Enter-PF1P | F2PF3- | PF4PF5PF6PF7- | PF8PF | '9PF10 | PF11PF12 |
| Help A | dd Exit | Flip - | + Ex | :t | Menu |

By pressing PF9 (Ext), you can switch to short names display.

Then the Report in Bundle screen will appear:



You may add and delete Reports from the Bundle or modify the Report parameters from these screens. The Reports are displayed in the order of their sequence in the Bundle.

Special PF Key Assignments: Report in Bundle

| PF Key | Function | Explanation |
|---------|----------|-----------------------------|
| PF2 Add | | Add a Report to the Bundle. |

Available Line Commands: Report in Bundle

| Command | Meaning |
|---------|---|
| DE | Delete a Report from the Report in Bundle list. |
| МО | Modify Report parameters in the Bundle. |

Column Headings: Report in Bundle

• Cmd

Enter a two-character line command here.

• Group

The name of the group in which the Report is to be printed. Groups of Reports in a Bundle are printed in **alphabetical order**.

• Sequence

The sequential number of the Report in the Bundle.

The Reports are printed in this sequence within the same Group.

• Report

The name of the Report.

Copies

The number of copies of this Report printed in the Bundle.

• Separator

The separator member name used for this Report in the Bundle.

NumSep

The number of times the Separator Page is printed.

Adding a Report to a Bundle

To add a Report to a Bundle

• Press PF2 (Add) on the Report in Bundle screen;

OR

• On the Bundle Maintenance screen, enter the AR line command in the two- character command line preceding the Bundle to which you want to add the Report. Press Enter.

The Bundle Contents window opens:

| 14:48:15 **** ENTIRE OUTPUT MANAGEMENT **** User ID GHH - Report In Bundle - UKSJUBU2 | 2 | 2000-11-15 |
|---|------------------|--------------|
| | S Separator | NumSep |
| | DEFAULT | 1 |
| SJU ! - Bundle Contents - Of: UKSJUBU2 | ! LT 1 | |
| SJU ! SJU ! Report name | ! LT 1 ! LT 1 | |
| SJU ! Grouping Name | ! LT 1 | |
| SJU ! Sequence Number 1 SJU ! Number Of Copies | ! LT 1 ! LT 1 | |
| SJU ! Num Of Separators 0 | ! LT 1 | |
| SJU ! Pagedef | ! LT 1 | |
| SJU ! Formdef SJU ! Logical Printer | ! LT 1 ! LT 1 | |
| SJU ! | ! LT 1 | |
| SJU ! | ! LT 1 | |
| SJU ! PF3 Exit PF5 Do PF6 Undo PF9 Ext Top Of Da + | ! LT 1 | |
| Command => | | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9 Help Add Exit Flip - + Ext | PF10PF11- | PF12 Menu |

This window is used to add a Report to a Bundle or modify the print parameters of a Report already in a Bundle.

Field Descriptions:

• Report Name

If you are adding the Report to the Bundle, enter the Report name.

If you are modifying printing parameters, the name of the Report appears here and the field is protected. Enter a question mark ? and press Enter to open a selection window from which you can select a Report.

Grouping Name

If you want to subdivide the Bundle, then you can enter a group name for this Report. All Reports in the Bundle with the same group name are printed together in their group according to their sequence numbers.

• Sequence Number

Enter the sequential number of the Report in the Bundle.

Reports are printed **in this sequence within their group** in the Bundle. Reports with the same sequence number within a group are printed in the sequence in which they are listed on the Report in Bundle screen (see Defining Bundles Contents for an example).

• Number Of Copies

Enter the number of copies of the Report to be printed.

• Num Of Separators

Enter the number of times the Report Separator Page is to be printed in the Bundle. The default is 1.

Pagedef

If you want the Report to be printed on an IPDS printer, enter the PAGEDEF JCL parameter to be used.

Formdef

If you want the Report to be printed on an IPDS printer, enter the FORMDEF JCL parameter to be used.

• Logical Printer

Enter the name of the Logical Printer to be used for the Report.

When you have finished entering data, press Enter.

A message confirms that the Report parameters have been saved:

| ecord | added |
|-------|-------|
| | |

Modifying a Report in a Bundle

- To modify the parameters of a Report listed on the Report in Bundle screen
 - Enter the MO line command in the two-character command line preceding the name of the Report you want to modify and press Enter.

The Bundle Contents window opens for the Report selected.

• When you have entered your modifications, press Enter.

A message confirms that the modifications have been saved:

| Record | ${\tt modified}$ | | | |
|--------|------------------|--|--|--|
|--------|------------------|--|--|--|

Selecting Bundle Definitions with Selection Criteria

To list only the names of Bundles which begin with a certain prefix, containing only certain Reports or created by a certain master • Press PF11 to open the Bundle Selection window:

| 15:24:40 User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** 2000 - Bundle Maintenance - Report | | | | 0-11-15 |
|-------------------------|---|--------------------|----------------------------|-------|---------|
| Cmd Bundle | | Authoriz | Description | | NumRep |
| GHH-DEMO | | ADMIN | | | |
| DEP-ADMA | | ADMIN | Created by PWR-EMPL-STD1-S | | 6 |
| DEP-COMP | | ADMIN | Created by PWR-EMPL-STD1-S | | 23 |
| DEP-DEPT | | ADMIN | Created by DB-POWER-BIG1-S | | 21 |
| DEP-FINA | | ADMIN | Created by PWR-EMPL-STD1-S | | 11 |
| DEP-HUGO | +- | | | + | |
| DEP-MARK | ! | Bundle Sele | ction Screen | ! | 11 |
| DEP-MASK | ! | | | ! | 5 |
| DEP-MGMT | ! | Bundle | | ! | 26 |
| DEP-PROD | ! | Containing reports | | ! z | z 10 |
| DEP-SALE | ! | | | ! Z | z 19 |
| DEP-SALG | ! | For coordinator | | ! | 5 |
| DEP-SYSA | ! | | | ! | 9 |
| DEP-SYSU | +- | | | + | 5 |
| DEP-TECH | | ADMIN | Created by PWR-EMPL-STD1-S | | 29 |
| Top Of Data | | | | | |
| Command => | | | | | |
| Enter-PF1PF | 2 | -PF3PF4PF5PF6 | PF7PF8PF9PF10F | F11- | -PF12 |
| Help Ad | .d | Exit Flip | - + Activ S | Selct | Menu |

This window allows you to enter selection criteria for the Bundles listed on the Bundle Maintenance screen.

Field Descriptions: Bundle Selection window

Use an asterisk * as wildcard to enter selection criteria in the following fields. Only those Bundles which satisfy the criteria are listed.

• Bundle

Enter selection criteria for the Bundle prefix.

• Containing Reports

Enter selection criteria for the prefix of the Report(s) contained in the Bundles.

• Created by master

Enter selection criteria for the prefix of the Master Report definition(s) that automatically created the Bundle(s).

• For coordinator

Enter the coordinator ID of the Bundles to be listed.

Other Bundle Maintenance Functions

Modifying a Bundle Definition

To modify a bundle definition

• On the Bundle Maintenance screen, enter MO in the two-character command line preceding the Bundle you want to modify and press Enter.

The Bundle Definition screen appears for the Bundle you have selected.

• You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Bundle definition, press Enter to save your modifications.

A message confirms that the Bundle definition has been successfully modified:

Record modified

• If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

All modifications committed

For explanations of the input fields, see the heading Field Descriptions: Bundle Definition.

Authorizing User Access to a Bundle

To authorize user access to a bundle

• On the Bundle Maintenance screen, enter AU in the two-character command line preceding the Bundle for which you want to grant authorization and press Enter.

The Authorization List window for Bundles opens.

To grant authorization to a new User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Bundle Definition

To copy a bundle definition

• On the Bundle Maintenance screen, enter CO in the two-character command line preceding the Bundle you want to copy and press Enter.

The Copy Bundle Definition window opens.

To copy the Bundle

• Type the name of the target Bundle in the input field provided, specify **Y** (yes) or **N** (no) to copy authorizations and press Enter.

A message confirms:

Bundle copied successfully

Deleting a Bundle Definition

To delete a bundle definition

• On the Bundle Maintenance screen, enter DE in the two-character command line preceding the Bundle definition you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Bundle definition again.

• Type the Bundle name in the input field provided and press Enter. A message confirms:



Displaying a Bundle Definition

To display a bundle definition

• On the Bundle Maintenance screen, enter DI in the two-character command line preceding the Bundle you want to display and press Enter.

The Bundle Definition screen appears for the Bundle you selected.

In display mode you can only view the object parameters. You cannot enter or modify data because all fields are protected.

Displaying Log Information for a Bundle Definition

To display log information for a bundle definition

• On the Bundle Maintenance screen, enter LO in the two-character command line preceding the Bundle definition for which you want to log information and press Enter.

The Log Display screen appears for the Bundle definition selected.

 You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Renaming a Bundle Definition

• On the Bundle Maintenance screen, enter RN in the two-character command line preceding the Bundle definition you want to rename and press Enter.

The Rename Bundle window opens.

To rename the Bundle definition

• Type the new Bundle name in the input field provided and press Enter.

Defining A Logical Printer

This section explains how to define Logical Printers.

It covers the following topics:

- What is a Logical Printer?
- Listing Logical Printers
- Adding a Logical Printer
- Other Logical Printer Maintenance Functions

What Is a Logical Printer?

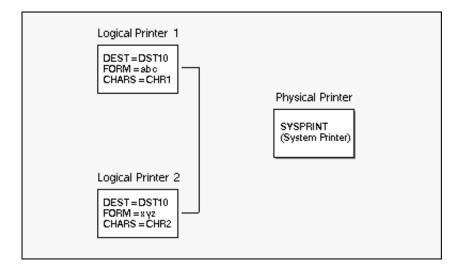
Prerequisite: To define Logical Printers, you must first have defined at least one Physical Printer for your system. For information on Physical Printers, see the subsection Defining a Physical Printer in the System Programmer's Documentation.

Logical Printers are used to print Reports or Bundles.

A Logical Printer refers to printing on a Physical Printer such as a VTAM printer, a system printer or a DASD sequential data set by applying a set of printing characteristics, such as FORM, CHARS, FCB, etc.

Different Logical Printers can print on the same Physical Printer but with different characteristics.

The following figure demonstrates the relation between Logical Printers and Physical Printers:



In this example, two Logical Printers 1 and 2 with different parameters are assigned to the same Physical Printer, SYSPRINT, the system printer.

Listing Logical Printers

Printer Maintenance Screen

- To list all defined Logical Printers
 - Enter 3 in the command line of the Main Menu and press Enter.

The Printer Maintenance screen appears:

```
07:27:52
                         **** Entire Output Management ****
                                                                          08/10/1999
 User ID GHH
                              - Printer Maintenance -
 Cmd Printer Authoriz Description
                                               Physical Location
  __ ABC
              ADMIN Print to Connect CON CON-NECT
  __ A234
             ADMIN
                                               SYSPRPWR
  __ DAEPRT12 ADMIN
                                               DAEPRT12
  __ DAEPRT14 ADMIN DC Group Printer
                                               DAEPRT14 VTAM Printer DAEPRT14
  __ GWPWR
            ADMIN
                                               NEW
  __ MRSCNTO ADMIN Print to Connect CON CON-NECT
  __ MRSCNT1 ADMIN Print to Connect CON CON-NECT
   __ MRSCNT11 ADMIN Connect Printer
                                            CONNECT1
   __ MRSCNT21 ADMIN Connect Printer
                                               CONNECT2
   MRSCNT31 ADMIN Connect Printer CONNECT3

MRSPWR ADMIN Print to POWER MRSPRPWR Print to Power
   _ MRSPWR2 ADMIN Print to Power witho SYSPRPWR
 MRSTAPE ADMIN Print to VSE/Tape TAPEVSE
NOM13100 ADMIN Print to POWER MRSPRPWR Print to Power
PRT14LSC ADMIN DC Group Printer DAEPRT14 VTAM Printer DAEPRT14
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add Exit Flip
```

The Printer Maintenance screen lists the Logical Printers defined to Entire Output Management. The printers are listed in alphabetical order.

Special PF Key Assignments: Logical Printer Maintenance

| PF Key | Function | Explanation |
|--------|----------|------------------------|
| PF2 | Add | Add a Logical Printer. |

Available Line Commands: Printer Maintenance

| Command | Meaning |
|---------|---|
| AU | Authorize Users |
| CO | Copy Logical Printer definition |
| DE | Delete Logical Printer definition |
| DI | Display Logical Printer definition |
| LO | Display log information regarding maintenance activity on a Logical Printer |
| МО | Modify Logical Printer definition |
| RN | Rename Logical Printer |

Column Headings: Printer Maintenance

For all headings marked with an asterisk * below, you can enter selection criteria (**prefix** *) in the field directly beneath the heading.

• Cmd

Enter a two-character line command.

• Printer *

Enter the Logical Printer ID or selection criteria for the ID.

• Authoriz *

Access to Entire Output Management objects can be granted to a User ID, a group of Users or to all Users. To list authorized objects enter a User ID, a Distribution List or PUBLIC here.

• Description

A short description of the Logical Printer.

• Physical *

The name of the Physical Printer.

• Location

The physical location of the printer, taken from the definition of the Physical Printer.

Adding a Logical Printer

To ADD a Logical Printer definition

• Press PF2 (Add) on the Printer Maintenance screen.

The Logical Printer > General Attributes screen, appears:

| 08:16:24 **** Entire Output Management **** User ID GHH - Logical Printer >General Attributes - | 08/10/1999 |
|---|------------|
| Logical Printer Name Description Physical Printer Name Location | |
| Copies | |
| Jobcards | |
| Command => | |
| Help Add Exit Flip Do Undo Attrb Edit | |

The Logical Printer >General Attributes screen is used to add a Logical Printer definition or modify an existing one.

Special PF Key Assignments: Logical Printer - General Attributes

| PF Key | Function | Explanation |
|-----------|----------|---|
| PF2 | Add | Add another Logical Printer. |
| PF9 | Attrib | Modify special printer attributes. |
| PF10 | Edit | If you have entered a Printer Exit Member, edit the member. For more information, see the Section User Routines and Separator Pages in the System Programmer's Documentation. |

Field Descriptions: Logical Printer - General Attributes

Logical Printer

Name

If you are adding a Logical Printer, you must enter its ID before proceeding. If you are modifying an existing printer, this field is protected. The ID must be unique.

• Description

Enter a short description for the Logical Printer.

Physical Printer

Name

Enter the ID for the Physical Printer where Reports are to be printed. For further information, see the subsection Selecting a Physical Printer for a Logical Printer.

• Location (output field)

The location of the Physical Printer appears here when a printer has been selected.

Copies

Enter the number of copies to be printed.

• Priority

Enter the print priority. This is passed to the spooling system when using system printers, or used internally when referring to VTAM printers.

Printer Exit

• Member

Enter the name of the exit to be executed for each line before it is printed. You can edit the exit by pressing PF10(Edit). For more information, see the Section User Routines and Separator Pages in the System Programmer's Documentation.

• Library (output field)

The name of the library where the printer exit is located.

Jobcards

Enter the job cards used when printing with a batch job. If you leave these lines blank, the specifications made for the Monitor Standard Definitions are used for printing with a batch job.

Selecting a Physical Printer for a Logical Printer

To select a Physical Printer for a Logical Printer

• Enter an asterisk * in the Physical Printer Name field on the Logical Printer >General Attributes screen and press Enter.

The Printer Selection window opens:

| 15:25:35 **** E | | | 08/10/1999 |
|-----------------------|-----|----------------------------------|------------|
| User ID GHH - Logical | Pri | | |
| - 1 1 5 1 1 | + | | + |
| | ! | Printer Selection List | ! |
| Name | | DEDE: 010 F1 000 D00W 050 | ! |
| _ | | _ BERTA 2ND FLOOR ROOM 250 | ! |
| Physical Printer | | — | ! |
| Name * | | | ! |
| Location | | - | ! |
| | | _ CONNECT3 | ! |
| Copies | | | ! |
| | | _ DAEPRT14 VTAM Printer DAEPRT14 | ! |
| | | _ HPSPOOL | ! |
| Member | | | ! |
| Library | ! | _ MRSPRPWR Print to Power | ! |
| _ , | ! | ~ 7 | ! |
| Jobcards | ! | Select with any character | ! |
| | ! | | ! |
| | ! | PF3 Exit PF7 Up PF8 Down | ! |
| | ! | | ! |
| G | ! | | ! |
| Command => | | | + |
| | | PF6PF7PF8PF9PF10PF1 | |
| Help Add Exit Flip | סט | Undo Attrb Edit | Menu |

To select a Physical Printer

• Enter any character in the one-character field preceding the printer name. Press Enter.

The printer name is written to the Physical Printer Name field on the Logical Printer >General Attributes screen.

The Logical Printer prints on the Physical Printer selected.

Modifying Special Attributes for Logical Printer

To modify special attributes for a Logical Printer

• Press PF9 (Attrib) on the Logical Printer >General Attributes screen.

The Logical Printer > Special Attributes screen appears:

```
08:30:44
                   **** Entire Output Management ****
                                                         08/10/1999
User ID GHH
               - Logical Printer > Special Attributes -
Logical Printer
   Name ..... SYSPRPWR
   Description ..... _
Attributes
  Burst .....
  Chars .....
  Class .....
  Cmpact .....
  Destination ......
  Delt .....
  Disp .....
  Fcb ......
  Flash .....
  Form .......
  Jsep .......
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
    Help Add Exit Flip Do
                             Undo
```

The attributes as defined for the Physical Printer appear on this screen. You can modify them by simply entering new values and pressing Enter. For more information on these attributes, see the subsection Defining Special Attributes for a Physical Printer in the System Programmer's Documentation.

Special PF Key Assignments: Logical Printer - Special Attributes

| PF Key | Function | Explanation |
|--------|----------|------------------------------|
| PF2 | Add | Add another Logical Printer. |

Other Logical Printer Maintenance Functions

Modifying a Logical Printer

To modify a logical printer

• On the Logical Printer Maintenance screen, enter MO in the two-character command line preceding the Logical Printer you want to modify and press Enter.

The Logical Printer Definition screen appears for the Logical Printer you have selected.

• You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Logical Printer definition, press Enter to save your modifications.

A message confirms that the Logical Printer definition has been successfully modified:

Record modified

• If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens in which you can commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

All modifications committed

For explanations of the input fields, see Field Descriptions.

Authorizing User Access to a Logical Printer

To authorize user access to a logical printer

• On the Logical Printer Maintenance screen, enter AU in the two-character command line preceding the Logical Printer for which you want to grant authorization and press Enter.

The Authorization List window for Logical Printers opens.

To grant authorization to a User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Logical Printer

• On the Logical Printer Maintenance screen, enter CO in the two-character command line preceding the Logical Printer you want to copy and press Enter.

The Copy Printer Definition window opens.

To copy the Logical Printer

• Type the name of the target Logical Printer in the input field provided and press Enter.

A message confirms:

Logical Printer copied successfully

Deleting a Logical Printer

📂 To delete a logical printer

• On the Logical Printer Maintenance screen, enter DE in the two-character command line preceding the Logical Printer you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Logical Printer again.

• Type the Logical Printer name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying a Logical Printer

To display a logical printer

• On the Logical Printer Maintenance screen, enter DI in the two-character command line preceding the Logical Printer you want to display and press Enter.

The Logical Printer Definition screen appears for the Logical Printer you selected.

In display mode you can only view the object parameters.

You cannot enter or modify data because all fields are protected.

Displaying Log Information for a Logical Printer

To display log information for a logical printer

• On the Logical Printer Maintenance screen, enter LO in the two-character command line preceding the Logical Printer for which you want to display log information and press Enter.

The Log Display screen appears for the Logical Printer selected.

• You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Renaming a Logical Printer

• On the Logical Printer Maintenance screen, enter RN in the two-character command line preceding the Logical Printer you want to rename and press Enter.

The Rename Logical Printer window opens.

To rename the Logical Printer

• Type the new Logical Printer name in the input field provided and press Enter.

Defining A Distribution List

This section explains how to create a Distribution List and how to add and delete members.

It covers the following topics:

- What is a Distribution List?
- Listing Distribution Lists
- Adding a Distribution List
- Listing the Members of a Distribution List
- Adding a Member to a Distribution List
- Displaying Cross References
- Other Distribution List Maintenance Functions

What Is a Distribution List?

In its most basic form, a Distribution list is a list of Users who are to be sent a particular Report and provides for easy Report distribution.

But a Distribution List can also be made up of other Distribution Lists.

Users and lists can be grouped into one Distribution List to create a distribution hierarchy that reflects your organization's structure.

You can then use a Distribution List as an addressee when defining Report Processing by entering the list name in a Distribute To field.

Any modifications in the contents of a Distribution List are automatically reflected in all Reports using this list.

A Distribution List can also be used to grant authorization to a group of Users. For more information on authorization, see the Section Authorizing User Access to Objects.

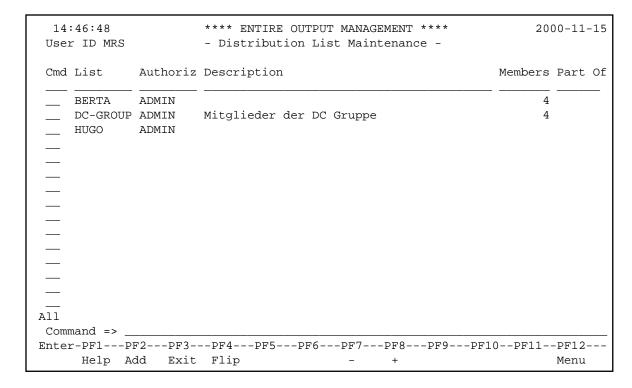
Listing Distribution Lists

Distribution List Maintenance Screen

To list the names of all defined Distribution Lists

• Enter 4 in the command line of the Main Menu and press Enter.

The Distribution List Maintenance screen appears:



The Distribution List Maintenance screen displays a list of all available Distribution Lists with their description and the number of members in them.

An asterisk (*) in the Part Of field indicates that the list is part of another list.

The names on the list are displayed in alphabetical order.

PF Key Assignments: Distribution List Maintenance

| PF Key | Function | Explanation |
|--------|----------|---------------------------------|
| PF2 | Add | Create a new Distribution List. |

Available Line Commands: Distribution List Maintenance

| Command | Meaning |
|---------|---|
| AD | Add a new member to a list. |
| AU | Authorize a User. See the Section Authorizing User Access to Objects. |
| DE | Delete a Distribution List definition. |
| LI | List members of a list. |
| LO | Display log information. |
| МО | Modify a Distribution List definition. |
| RN | Rename Distribution List. |
| XR | Cross references. |

Column Headings: Distribution List Maintenance

You can enter selection criteria with an asterisk * in all fields marked with an asterisk.

• Cmd

Enter a command in the two-character command line.

• List Name *

Enter selection criteria for the name of the list.

• Description

A short description of the list.

Members

Number of members in the list.

• Part Of

An asterisk * in this field indicates that the list is part of another Distribution List.

Adding a Distribution List

To ADD a new Distribution List

• Press PF2 (Add) on the Distribution List Maintenance screen.

The Define Distribution List window opens:

| | :46:48 r ID MRS | | **** ENTIRE OUTPUT MANAGEMENT **** - Distribution List Maintenance - | 2000-11-15 |
|-----|--------------------|----------|--|----------------------|
| Cmd | List | Authoriz | Description | Members Part Of |
| | BERTA DC-GROUP | | Mitglieder der DC Gruppe | 4 4 |
| | + ! | | - Define Distribution List - | ! |
| | ! ! | - | | |
| _ | | _ | d PF3 Exit PF5 Do PF6 Undo | ! ! |
| All | mand => | | | |
| | r-PF1P | | PF4PF5PF6PF7PF8PF9: Flip - + | PF10PF11PF12 Menu |

PF Key Assignments: Define Distribution List

| PF Key | Function | Explanation |
|--------|----------|--------------------------|
| PF2 | Add | Add a Distribution List. |

Field Descriptions: Define Distribution List

List Name

Enter a name for the Distribution List and press Enter.

Description

Enter a short description for the list.

When you have finished entering data in this window, proceed as follows:

- To validate your modifications
 - Press Enter.
- To save your modifications
 - Press PF5 (Do).

Listing the Members of a Distribution List

A member in a Distribution List can be a distinct User ID or another Distribution List.

- To list the members of a Distribution List
 - On the Distribution List Maintenance screen enter LI in the two-character Cmd field preceding the appropriate list and press Enter.

The Distribution List Members screen appears:

```
15:00:46
                     **** ENTIRE OUTPUT MANAGEMENt ****
                                                                 2000-11-15
User ID MRS
                       - Distribution List Members -
                            List Name DC-GROUP
Cmd Member List Description / User name
     GW
              Wagner, Gerhard
     MRS
                  Roser, Markus
     RW
                  Warns, Rüdiger
     UKSJU
                  Underhill, Steve
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add
               Exit Flip
```

The Distribution List Members screen displays a list of all the members in a Distribution List. Members can be added to or deleted from a list.

PF Key Assignments: Distribution List Members

| PF Key | Function | Explanation |
|--------|----------|---------------------------|
| PF2 | Add | Add a member to the list. |

Available Line Commands: Distribution List Members

| Command | Meaning |
|---------|--------------------------------|
| DE | Delete a member from the list. |

Column Headings: Distribution List Members

Note:

You must give each list a unique definition.

Distribution Lists with identical definitions are rejected by the system.

Cmd

Enter a two-character line command.

• Member

The User IDs or Distribution Lists that compose this Distribution List.

• List Description/User Name

Descriptions of the Distribution Lists or the names of the Users that compose this Distribution List.

Adding a Member to a Distribution List

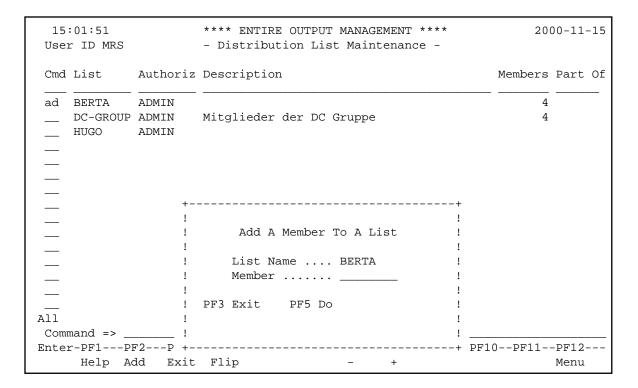
There are two ways to add a member to a list:

• In the Distribution List Members screen press PF2 (Add).

OR

• In the Distribution List Maintenance screen, enter the AD line command in the two-character command line preceding the list to receive the new member.

In both cases the Add a Member to a List window opens:



Field Descriptions: Add a Member to a List

• List Name

The name of the Distribution List to which you are adding a member is displayed here.

Member

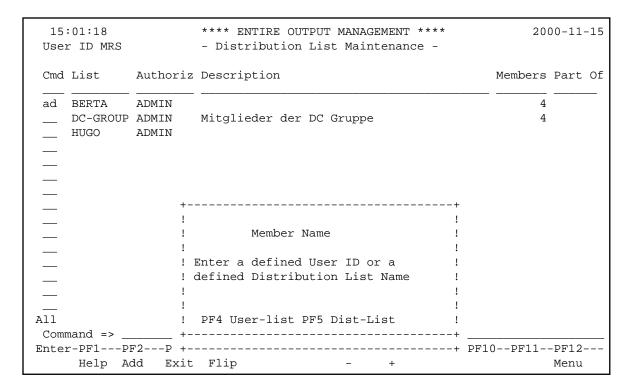
Enter the member name.

This is either a User ID or the name of a Distribution List.

Selecting a Member to Add to a Distribution List

- To display a list of User IDs or Distribution Lists from which to select a member
 - First enter a question mark? in the Member field of the Add a Member to a List window and press Enter.

The Member Name Help window opens:



PF Key Assignments: Member Name

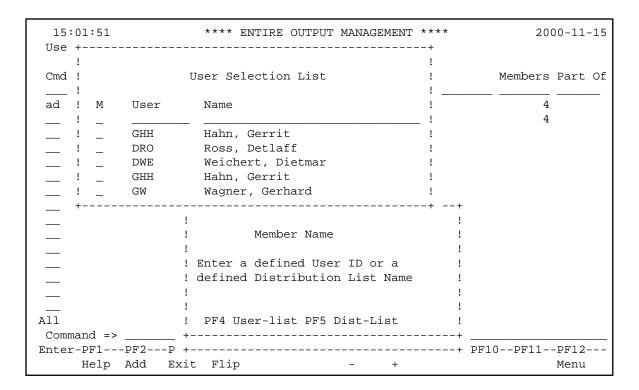
| PF Key | Function | Explanation |
|--------|-----------|--|
| PF4 | User-list | Open a User selection window displaying a list of User names and User IDs. |
| PF5 | Dist-list | Open Distribution List selection window displaying a list of Distribution Lists. |

Selecting a User ID as Member

To open the User selection window

• Press PF4 (User-list) on the Member Name Help window.

The User Selection List window opens:



To select a User to add to the Distribution List

• Enter any character in the one-character input field preceding the ID and name of the User you want to add. Press Enter.

The User ID is written to the Member field of the Add a Member window.

Press Enter again.

A message confirms that the new member has been added to the Distribution List:

• Press PF3 (Exit) to resume.

Selecting a Distribution List as Member

To open the Distribution List selection window

• Press PF5 (Dist-List) on the Member Name Help window.

The Distribution List Selection window opens:

| 15:31 | :58 **** ENTIRE OUTPU | T MANAG | GEMENT **** | 2000-11-15 |
|------------------|-----------------------------|---------|-------------|-----------------|
| Use +- | | + | tenance - | |
| ! Cmd ! ! | Distribution List Selection | !! | | Members Part Of |
| ad ! | M List | ! | | 4 |
| ! | _ <u></u> | !! | | 4 |
| ! | _ DC-GROUP | ! | | |
| ! ! ! ! | _ HUGO | ! | | |
| ! | _ | ! | | |
| ; | _ | ! | .1 | |
| ; | _ | : | | |
| ; | _ | ! | . ! | |
| ! | _ | ! | ! | |
| _ ! _ ! | _ | ! | r a ! | |
| ! | | ! | Name! | |
| ! | Select with any character | ! | ! | |
| ! All ! | PF3 Exit PF7 Up PF8 Down | ! | ist! | |
| Com ! | ELO EVIC EL OD ELO DOMII | : | TDC : | |
| Ente +- | | + | + | PF10PF11PF12 |
| 1 | Melp Add Exit Flip | - | + | Menu |

To select a Distribution List to add to the main Distribution List as a member

• Enter any character in the one-character input field preceding the name of the Distribution List you want to add. Press Enter.

The name of the Distribution List selected is written to the Member field of the Add a Member window.

• Press Enter again.

A message confirms that the new member has been added to the Distribution List:

```
Record Added
```

To resume

• Press PF3 (Exit).

Deleting a Member from a Distribution List

To delete a member from a distribution list

• In the Distribution List Members screen enter DE in the two-character command line preceding the member you want to delete and press Enter.

A window opens in which you can confirm deletion by typing the name of the member to be deleted.

• Type the member name and press Enter.

A message confirms deletion.

Displaying Cross References

- To display cross reference information for a Distribution List
 - Enter XR in the two-character command line preceding the appropriate list.

The XREF of Distribution List window opens:

```
15:34:14
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID MRS - Distribution List Maintenance -
         - XREF of Distribution List -
                         DC-GROUP
    в!
                                                    !
xr D ! M Relation Type
                                           Number
   н! _
    ! _ Authorization Report
     ! _ Authorization Bundle
    ! _ Authorization Printer
    ! _ Authorization Distribution List
       _ Report Definition (Distribute to)
       _ Member of a Distribution List
     ! PF3 = Exit
A11
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add Exit Flip
```

To list the objects of the relation type

• Mark the input field in the **M** column preceding the appropriate type and press Enter.

The following XREF Object window opens with a list of all objects of the type selected:

PF Key Assignments: XREF Object

| PF Key | Function | Explanation |
|--------|----------|---|
| PF7 | Тор | Return to top of list. |
| PF8 | Down | Scroll one screen forward. |
| PF9 | Ext | Toggle between display of long and short report/bundle names. |
| PF11 | Sort | Sort objects in alphabetical order. |

Other Distribution List Maintenance Functions

Modifying a Distribution List

📂 To modify a distribution list

• On the Distribution List Maintenance screen, enter MO in the two-character command line preceding the Distribution List you want to modify and press Enter.

The Define Distribution List window opens for the Distribution List you have selected.

From this window you can modify only the Description field.

• Simply enter a new description and press Enter to save your modifications.

A message confirms that the description has been successfully modified:

Record modified

If COMMIT is set to OFF, proceed as follows:

- To save your modifications before exiting
- Press PF5 (Do).

If you do not, a window opens which asks you to commit modifications by typing Y.

• Type Y and press Enter.

A message confirms:

All modifications committed

To add or delete a member, see the subsections Adding a Member to a Distribution List and Deleting a Member from a Distribution List.

Authorizing User Access to a Distribution List

- To authorize user access to a distribution list
 - On the Distribution List Maintenance screen, enter AU in the two-character command line preceding the Distribution List for which you want to grant authorization and press Enter.

The Authorization List window for Distribution Lists opens.

To grant authorization to a User, proceed as described in the Section Authorizing User Access to Objects.

Deleting a Distribution List

- To delete a distribution list
 - On the Distribution List Maintenance screen, enter DE in the two-character command line preceding the Distribution List you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Distribution List again.

• Type the Distribution List name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying a Distribution List

See the subsection Listing the Members of a Distribution List.

Displaying Log Information for a Distribution List

To display log information for a distribution list

• On the Distribution List Maintenance screen, enter LO in the two-character command line preceding the

The Log Display screen appears for the Distribution List selected.

• You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Renaming a Distribution List

• On the Distribution List Maintenance screen, enter RN in the two-character command line preceding the Distribution List you want to rename and press Enter.

The Rename Distribution List window opens.

To rename the Distribution List

• Type the new Distribution List name in the input field provided and press Enter.

Authorizing User Access To Objects

This section describes how to grant Authorization to individual Users or to a group of Users on a Distribution List.

It covers the following topics:

- Authorization List
- Adding a User to an Authorization List
- Other Authorization Functions

Authorization List

Every defined object in Entire Output Management is associated with an Authorization List for that object. Authorization can be granted to an individual User or to a group of Users in a Distribution List.

The Authorization List for an object contains User IDs and/or the names of Distribution Lists. Each User ID or Distribution List can have a different access level to that object.

The Authorization List can be modified by:

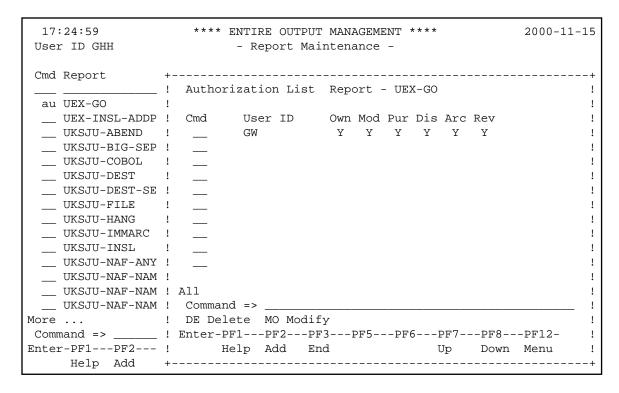
- the Owner of the object
- a User who was granted the Owner option
- a User in a Distribution List that was granted the Owner option

For more information on how to define Users in Entire Output Management, see the subsection Defining a User in the System Programmer's Documentation.

To authorize user access to an object

• On an object maintenance screen, enter AU in the two-character command line preceding the object for which you want to authorize User access and press Enter.

The Authorization List window appears:



This screen lists all Users or User groups on Distribution Lists authorized for a given object. It also displays their authorization level.

Our example, above, lists all Users authorized for Report ADAREP-009.

You can add Users to the Authorization List, delete them from the Authorization List or modify the authorization level for a given User.

PF Key Assignments: Authorization List

| PF Key | Function | Explanation |
|--------|----------|--|
| PF2 | Add | Add a User or Distribution List to the Authorization List. |

Available Line Commands: Authorization List

| Command | Meaning |
|---------|--|
| DE | Delete Authorization for a User or Distribution List |
| МО | Modify Authorization for a User or Distribution List |

Column Headings: Authorization List

• (Name of Object Type, Name of Object)

Report, Bundle, Printer or Distribution List name. The name of the object type and the name of the object appear after the heading Authorization List on the same line.

Cmd

Enter DE (DELETE) or MO (MODIFY) in the two-character field preceding the object to be processed and press Enter.

• User ID

The User ID or the Distribution List which is authorized to access the object.

• Own, Mod, Pur, Dis, Arc, Rev

A Y or an N here indicates whether the User is enabled to perform these functions with the object.

For an explanation of these fields and their functions, see the subsection Grant Options under the heading Field Descriptions.

Adding a User to an Authorization List

Authorization to handle an object can be granted by the object owner to other Users or to PUBLIC (all Users).

To add a User or group of Users to the Authorization List for an object

• Press PF2 (Add) in the Authorization List window.

The Authorization Definition window opens:

| 17:24:59 User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** - Report Maintenance - | 2000-11-15 |
|-------------------------------|---|---|
| Cmd Report | +! Authorization List Report - UEX-GO | + ! |
| au UEX-GO UEX-INSL- UKSJU-ABE | ! - Authorization Definition - | + ! ! ! |
| UKSJU-BIG | ! Object Type: Report ! Object Name: UEX-GO | ! ! |
| UKSJU-DES | ! Granted User ID: ! Grant Options: | !!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!! |
| UKSJU-HAN | ! Owner: _ ! Modify: _ ! Purge: | : ! ! ! ! |
| UKSJU-NAF | ! Display: _ ! Archive: _ | ! ! |
| UKSJU-NAF | ! Revive: _ ! ! Command => | ! ! ! ! |
| More | ! Enter-PF1PF2PF3PF5PF9PF12 ! Help Add End Do Ext Menu | ! ! ! 8PF12- ! |
| Enter-PF1PF Help Add | + | |

This window enables you to grant Authorization to individual Users or to groups of Users on a Distribution List.

You can select the functions to grant and those to deny.

Field Descriptions:

• Object Type

The Object Type appears here: Report, Bundle, Printer or Distribution List.

• Object Name

The name of the object type for which you are granting Authorization.

• Granted User ID

The User ID or name of Distribution List to which Authorization is granted.

Enter a question mark (?) and press Enter. The Member Name window opens. Press PF4 to display a

User Selection List or PF5 to display a selection window for Distribution Lists.

Grant Options

Enter Y to allow the function or N to disallow the function.

Owner

User can perform all functions and authorize other Users for this object.

Modify

User can display and modify this object.

• Purge

User can display, modify and delete this object but **cannot authorize** other Users.

Display

User can only display this object.

• Archive

User can archive this object.

Revive

User can revive this object from the archive.

Other Authorization Functions

Modifying User Authorization

- To modify user authorization from the Authorization List window
 - Enter MO in the two-character command line preceding the User for whom you want to modify Authorization and press Enter.

The Authorization Definition window opens.

Proceed as described in the subsection Adding a User to an Authorization List.

Deleting a User from an Authorization List

- To delete a user from an authorization list
 - In the Authorization List window enter DE in the two-character command line preceding the User for whom you want to delete Authorization and press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the User ID again.

• Type the User ID to be deleted in the input field provided and press Enter.

A message confirms:

Object deleted

Active Reports And Folders

An Active Report is the output that an addressee receives. The user can define Folders in which to group Active Reports.

This section covers the following topics:

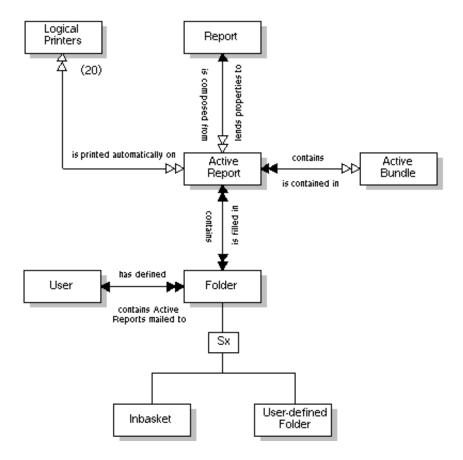
- Active Reports
- Folders
- Listing Folders
- Adding a Folder
- Linking a Folder
- Other Folder Maintenance Functions
- Listing Active Reports
- Modifying an Active Report
- Browsing an Active Report with the Software AG Editor
- Other Active Report Functions

Active Reports

An Active Report:

- is the output that an addressee receives.
- can be sent to Entire Output Management users either automatically, when the Active Report is created and the User ID is defined in the User/List field on the Report Definition >Distribution Attributes screen, or manually by any authorized User ID at any time.
- is generated by the Report definition from all or part of a spool data set, which satisfies the criteria set in the identification attributes of the Report definition.
- can be printed automatically on up to 20 predefined Logical Printers.

Active Report - Object relationship diagram



Folders

The user can define Folders in which to group Active Reports.

Listing Folders

To select Folders defined for your User ID

• Enter 5 in the command line of the Main Menu and press Enter.

The Active Reports >Folder Maintenance screen appears:

| 11:28:00 User ID MRS | **** ENTIRE OUTPUT MANAGEMENT ***** - Active Reports>Folder Maintenance - | 2000-11 | 15 |
|--------------------------|---|----------|----|
| Cmd Folder | Description | | |
| #Inbasket | - | | |
| #Migration | | | |
| ADABAS | Lists created by ADABAS Utilities | | |
| Employees | Lists of the Personnel Department | | |
| MSE-Public NOM-Catall | - | | |
| NOM-Cataii NOM-Lists | ARCHIVER/REVIVER/MONITOR Lists | | |
| Public | PUBLIC Reports | | |
| <u> </u> | - | | |
| | | | |
| | | | |
| _ | | | |
| | | | |
| _ | | | |
| All | | | |
| Command => | | | |
| Enter-PF1PF2 | -PF3PF4PF5PF6PF7PF8PF9PF10- | PF11PF12 | ! |
| Help Add | Exit Flip - + | Clr Menu | ι |

This screen lists all Folders defined for your User ID.

- The Folder #Inbasket is automatically created when a User ID is defined and can be renamed but not deleted.
- The Folder #Migration is automatically created only when migrating from previous versions of Entire Output Management (formerly Natural Output Management).

 It contains all Active Reports which are available during migration time.

PF Key Assignments: Active Reports

| PF Key | Function | Explanation |
|-----------|----------|---|
| PF2 | Add | Add a Folder definition. |
| PF11 | Clr | Reset active report selection criteria. Use PF11 if you do not want the active report list to be filtered according to the selection criteria last used. |

Available Line Commands: Active Reports - Folder Maintenance

| Command | Meaning |
|---------|--|
| AU | Authorize all users (PUBLIC), a user group (Distribution List) or a specified User ID to access Active Reports filed in the Folder. Only Users with owner authorization for the Report can perform this function. See Authorizing User Access to a Folder and the Section Authorizing User Access to Objects. |
| СО | See Copying a Folder Definition. |
| DE | See Deleting a Folder Definition. Folder containing Active Reports cannot be deleted. |
| DI | See Displaying a Folder definition. |
| LF | See Linking a Folder to another user. |
| LI | See Listing Active Reports Filed in a Folder. |
| LK | List Active Reports filed in a folder, using keyword selection. See Listing Active Reports Filed in a Folder. |
| МО | See Modifying a Folder definition. |
| RN | See Renaming a Folder Definition. |

Column Headings: Active Reports - Folder Maintenance

• Cmd

Enter a two-character line command (see above).

• Folder (*)

Folder name. You can enter a Folder prefix followed by an asterisk * in the field immediately below the column heading and press Enter to list all Folders beginning with the prefix.

• Description

A short description of the respective Folder.

Adding a Folder

To ADD a Folder definition for your User ID

• Press PF2 (Add) on the Active Reports >Folder Maintenance screen.

The Folder Definition > General Attributes screen appears:

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                                  2000-11-15
 11:29:12
User ID GHH
                  - Folder Definition >General Attributes-
Folder
   Description .....
   internal Name .....
List Layout ...... 2 1 = Active Report summary
                          2 = Active Report list (descriptive attributes)
                          3 = Active Report list (technical attributes)
Linked Folder
   User ID ..... __
   Folder Name ..... __
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add Exit Flip Do
                                  Undo
```

PF Key Assignments: Active Reports

| PF Key | Function | Explanation |
|--------|----------|--------------------------------|
| PF2 | Add | Add another Folder definition. |

Field Descriptions: Folder Definition - General Attributes

Folder

Name

You must first enter the Folder name when creating a new Folder. This field is protected when modifying an existing Folder.

• Description

Enter a short description for the Folder.

• Internal Name

This name is created automatically by Entire Output Management. This name is a unique identifier within the whole system.

• List Layout

You can define how Active Reports are listed in the Folder.

Linked Folder

If another User ID authorizes you to use one (or more) of its Folders, you can link one of your Folders to the authorized Folder. Now you can browse, print and file all Active Reports filed in the authorized Folder.

- User ID
 - Enter the User ID, which has given you authorization to use its Folder(s).
- Folder Name

Enter a valid Folder name for the User ID above.

Linking a Folder

To make a Folder, that belongs to your User ID, available to other users

• Enter LF on the Active Reports >Folder Maintenance in the two-character command line preceding the Folder to be linked and press Enter.

The Folder Definition >Link Folder to Folder screen appears:

| 09:44:39 **** ENTIRE OUTPUT MANAGEMENT **** 2000-11-15 User ID GHH - Folder Definition >General Attributes- |
|---|
| For User |
| Folder Name Summary Description |
| List Layout 1 |
| Linked Folder User ID GHH Folder Name Summary |
| Command => |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11PF12 Help Add Exit Flip Do Undo Menu |

PF Key Assignments: Folder Definition >Link Folder to Folder

| PF Key | Function | Explanation |
|--------|----------|----------------------|
| PF2 | Add | Link another Folder. |

Field Descriptions: Folder Definition - General Attributes

• For User

Enter the User ID for which you want to create a Folder.

Folder

• Folder name

Enter the name of the Folder you want to create.

• Description

Enter short description for Folder.

• List Layout

You can define how Active Reports are listed in the Folder.

Linked Folder

The current Folder for which the link is being created.

• User ID

The User ID of the current Folder.

• Folder Name

The name of the current Folder.

Other Folder Maintenance Functions

Modifying a Folder Definition

To modify a folder definition

1. On the Folder Maintenance screen, enter MO in the two-character command line preceding the Folder you want to modify and press Enter.

The Folder Definition >General Attributes screen appears for the Folder you have selected.

2. You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Folder definition, press Enter to save your modifications.

A message confirms that the Folder definition has been successfully modified:

Record modified

3. If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

All modifications committed

For explanations of the input fields, see Field Descriptions: Folder Definition - General Attributes.

Authorizing User Access to a Folder

To authorize user access to a Folder

• On the Folder Maintenance screen, enter AU in the two-character command line preceding the Folder for which you want to grant authorization and press Enter.

The Authorization List window for Folders opens.

To grant authorization to a new User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Folder Definition

To copy a folder definition

• On the Folder Maintenance screen, enter CO in the two-character command line preceding the Folder you want to copy and press Enter.

The Copy Folder Definition window opens.

To copy the folder

• Type the name of the target Folder in the input field provided and press Enter.

A message confirms:

(Folder name) copied successfully

Deleting a Folder Definition

To delete a folder definition

1. On the Folder Maintenance screen, enter DE in the two-character command line preceding the Folder you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Folder again.

2. Type the Folder name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying a Folder Definition

To display a folder definition

• On the Folder Maintenance screen, enter DI in the two-character command line preceding the Folder you want to display and press Enter.

The Folder Definition screen appears for the Folder you selected.

In display mode you can only view the object parameters.

You cannot enter or modify data because all fields are protected.

For explanations of the fields, see Field Descriptions: Folder Definition - General Attributes.

Renaming a Folder Definition

To rename a folder definition

• On the Folder Maintenance screen, enter RN in the two-character command line preceding the Folder you want to rename and press Enter.

The Rename Folder window opens.

To rename the Folder

• Type the new Folder name in the input field provided and press Enter.

Listing Active Reports

To list Active Reports filed in a Folder

• On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

The Active Report screen appears in the defined layout (selected in the List Layout field - on the Folder Definition >General Attributes screen).

You can also select active reports by keyword.

To do this

• Enter LK in the two-character Cmd field preceding the appropriate folder and press Enter.

You will then be presented with a window where you can enter the keyword to be used for active report selection, or press PF3 to return to the folder list. See the Section Adding a Report Definition for more information about keywords.

Listing a Summary of Active Reports in a Folder

To list a summary of Active Reports filed in a Folder

- 1. The List Layout field on the Folder Definition >General Attributes screen must be defined as 1 (summary).
- 2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Reports >Summary screen will take the following form:

```
10:24:01
                                                                   2000-11-15
                       **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH
                           - Active Reports>Summary -
                              Description
                                                                         NumRp
Cmd Report
  __ CHECK_DEVELOPMENT
                              Output of Check Routines for Development
 __ ADABAS-START-JOB
                              ADABAS Start Job with statistics
                                                                             1
 __ ADAREP-DB088
                              Data base report data base 088 - VSEE1 -
                                                                             1
 __ ADAREP-DB088-EXT
                              ADABAS data sets data base 88 with 2 or mo
                                                                             1
 __ ADAREP088-NOM
                              Extract of all NOM data sets
All
Command =>
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
                 Exit Flip
     Help
                                                     Ext
                                                                       Menu
```

To display the complete description

• You can move this screen to the left and to the right by using PF10 (<) and PF11(>) respectively.

OR

• toggle to short names display by using PF9 (Ext):

| 10:39:37 User ID GHH | **** ENTIRE OUTPUT MANAGEMENT **** 2000-1 - Active Reports>Summary - | 1-15 |
|-------------------------|--|-------|
| Cmd Report | Description | NumRp |
| CHECK_DEVELOPMENT | Output of Check Routines for Development | 25 |
| ADABAS-START-JOB | ADABAS Start Job with statistics | 5 |
| ADAREP-DB088 | Data base report data base 088 - VSEE1 - | 1 |
| ADAREP-DB088-EXT | ADABAS data sets data base 88 with 2 or more exten | ts 1 |
| ADAREP088-NOM | Extract of all NOM data sets | 1 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| All | | |
| Command => | | |
| Inter-PF1PF2PF3- | PF4PF5PF6PF7PF8PF9PF10PF11P | F12 |
| Help Exit | Flip - + Ext M | enu |

These screens list an overview of Reports filed in the Folder.

Available Line Commands: Active Reports - Summary

| Command | Meaning |
|---------|--|
| DD | Displaying the Report Definition of an Active Report. |
| LI | Listing Active Reports for a Selected Report Definition. |

Column Headings: Active Reports - Summary

Cmd

Enter a two-character line command (see above).

• **Report** (*)

The Report name appears in this column. You can enter a Report prefix followed by an asterisk * and press Enter to list only selected Reports.

• Description

A short description for the Report.

• NumRp

The number of Active Reports filed in this Folder for the respective Report definition.

Listing Active Reports for a Selected Report Definition

To list Active Reports for a selected Report definition

• On the Active Reports >Summary screen (or on the Report Maintenance screen), enter LI in the two-character Cmd field preceding the appropriate Report definition and press Enter.

The Active Report List screen appears:

```
15:37:34
                      **** ENTIRE OUTPUT MANAGEMENT *****
                                                                  2000-11-15
 User ID GHH
                            - Active Report List -
 Report ..... ADABAS-START-JOB
Description ... ADABAS Start Job mit Statistiken
 Cmd Mail Date/Time RunNmbr Lines A R L Rep.Exp. Arc.Exp. Rev.Exp. Message
    20001026 12:56
                     21571
                              320
                                      D 20001102
  __ 20001026 12:56
                     21570
                              346
                                      D 20001102
  __ 20001026 12:56
                    21569
                              349
                                      D 20001102
  __ 20001026 12:56 21568
                              348
                                     D 20001102
    20001021 08:09
                     21565
                              367
                                     D 20001028
All
 Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                 Exit Flip
     Help
                                                    Ext
                                                                     Menu
```

All Active Reports in Folder

If you enter this function from the Active Reports >Summary screen, all Active Reports for the selected Report definition in the Folder are listed.

All Active Reports mailed to User ID

If you enter this function from the Report Maintenance screen, and you are defined as a General User, all Active Reports mailed to your User ID for the selected Report definition are listed.

All Active Reports for Report definition

If you enter this function from the Report Maintenance screen, and you are defined as Administrator, all Active Reports for the selected Report definition are listed.

Available Line Commands: Active Report List

| Command | Meaning |
|---------|--|
| AR | Mark Active Report for archiving or reset archive flag. The next time the Archiving task is active, it copies the Active Report contents to a magnetic media, which can be restored later. |
| BR | Browse contents of the Active Report. This function invokes the Software AG Editor. |
| BU | Add the Active Report to an Active Bundle that is in Opened status. A window opens requesting the Bundle name. |
| СР | Confirm print of a Active Report. (Available when a Report is defined with the CONFIRM option.) The Active Report is printed only when all target Users confirm printing. |
| DE | Delete an Active Report. If you are the owner of this Active Report, the contents of the Active Report are deleted. Otherwise, only the pointer from the Active Report to your User ID is deleted. |
| DI | Display General Attributes of an Active Report. |
| DD | Display Report definition. |
| DS | Distribute an Active Report to an additional User. The User ID receives the Active Report in its #Inbasket Folder. A window opens requesting the User ID. |
| FI | File an Active Report in a Folder. A window opens requesting the Folder name. |
| МО | Modify an Active Report. |
| PR | Print an Active Report. |
| RV | Mark an archived Active Report for reviving or reset the revive flag. The Active Report is restored from the magnetic media to its original location the next time the reviver is active. |
| SP | Spool Attributes Active Reports. |
| US | List Users connected to Active Report (Users on Distribution List and additional Users). |
| XB | Cross reference. Displays all Bundles in which the Report is contained. |

Column Headings: Active Report List

• Cmd

Enter a two-character line command (see above).

• Mail Date/Time

Date and time the Active Report was mailed to your User ID. Enter:

- <(date in system format) to display all active reports mailed **before** the date;
- =(date in system format) to display all active reports mailed **on** the date;
- >(date in system format) to display all active reports mailed **after** the date.

• RunNmbr

Internal sequence number of the Active Report.

Lines

Number of lines in the Active Report.

• A *

This is the Archive flag. You can enter *, A, I or R as selection criteria to display:

- * Active Reports which have been successfully archived.
- **A** Active Reports which are marked for archiving.
 - They are archived when the archiving task is started.
- I Active reports which are marked for archiving but which should be retained

for on-line viewing until their retention period expires.

R Active reports which have been archived and retained for on-line viewing until their retention period expires.

Leave **blank** to display all Active Reports regardless of archive status.

• R*

This is the Revive from Archive flag.

You can enter *, C, D or S as selection criteria to display:

- * Active Reports which have been successfully revived.
- C Active Reports which are marked for reviving from archive to Con-nect.
- **D** Active Reports which are marked for reviving from archive to Entire Output Management Data Base.
- **S** Active Reports which are marked for reviving from archive to spool.

Leave blank to display all Active Reports regardless of revive status.

• L*

This is the Location flag.

It indicates the current storage location for the Active Report.

You can enter *, A, C, D or S as selection criteria to display:

- * All Active Reports, regardless of storage location.
- A Active Reports currently archived.
- **C** Active Reports currently stored in Con-nect.
- **D** Active Reports currently stored in the Entire Output Management Data Base.
- **S** Active Reports currently stored in the spool or in a copy file.

Leave **blank** to display all Active Reports regardless of revive status.

• Rep.Exp.

Report expiration date. The Active Report is available online until this date.

• Arc.Exp.

Archive expiration date. The Active Report is kept in the Archive until this date.

Rev.Exp.

Revive expiration date. If the Active Report has been revived from the Archive, the copy created is available online until this date.

Message

Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section **User Exits**), the Message field contains return data from NOMEX008.

Listing Active Reports in a Folder

To list Active Reports filed in a Folder

- 1. The List Layout field on the Folder Definition >General Attributes screen must be defined as 2 (descriptive attributes) or 3 (technical attributes).
- 2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen will take the following form:

```
11:17:44
                       **** ENTIRE OUTPUT MANAGEMENT ****
                                                                      2000-11-15
 User ID GHH
                   - Active Report List >Folder #Inbasket -
Cmd Report
                               Mail Date/Time Description
                                20001117 17:29 Output of Check Routines for Deve
    CHECK DEVELOPMENT
                                20001027 13:42 ADABAS Start Job with statistics
   ADABAS-START-JOB
  __ ADABAS-START-JOB
                               20001026 12:56 ADABAS Start Job with statistics
  __ ADABAS-START-JOB
                               20001026 12:56 ADABAS Start Job with statistics
 ADABAS-START-JOB
ADABAS-START-JOB
ADABAS-START-JOB
ADABAS-START-JOB
ADAREP-DB088-EXT
ADAREP088-NOM
                               20001026 12:56 ADABAS Start Job with statistics
                                20001026 12:56 ADABAS Start Job with statistics
                                20001021 08:09 ADABAS Start Job with statistics
                               20001020 15:52 ADABAS Data sets data base 88 wi
  __ ADAREP088-NOM
                               20001020 15:52 Extract of all NOM data sets
 __ ADAREP-DB088
                               20001020 15:52 Data base report data base 088 -
  CHECK_DEVELOPMENT
                               20001110 09:19 Output of Check Routines for Deve
  __ CHECK_DEVELOPMENT
                               20001110 09:19 Output of Check Routines for Deve
  __ CHECK_DEVELOPMENT
                               20001110 09:19 Output of Check Routines for Deve
                              20001110 09:18 Output of Check Routines for Deve
  __ CHECK_DEVELOPMENT
  __ CHECK_DEVELOPMENT
                               20001110 09:18 Output of Check Routines for Deve
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                  Exit Flip
```

3. By using PF9 (Ext), you can toggle to short names display.

Then the Active Report List >Folder screen will take the following form:

```
**** ENTIRE OUTPUT MANAGEMENT ****
 11:17:44
                                                                 2000-11-15
User ID GHH - Active Report List >Folder #Inbasket -
Cmd Report
                     Mail Date/Time Description
   CHECK_DEVELOPMENT 20001117 17:29 Output of Check Routines for Development
   ADABAS-START-JOB 20001027 13:42 ADABAS Start Job with statistics
   _ ADABAS-START-JOB 20001026 12:56 ADABAS Start Job with statistics
   ADABAS-START-JOB 20001021 08:09 ADABAS Start Job with statistics
   ADAREP-DB088-EXT 20001020 15:52 ADABAS Data sets data base 88 with 2 and mor
                     20001020 15:52 Extract of all NOM data sets
  __ ADAREP088-NOM
  __ ADAREP-DB088
                     20001020 15:52 Data base report data base 088 - VSEE1 -
 ___ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 ___ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 ___ CHECK_DEVELOPMENT 20001110 09:19 Output of Check Routines for Development
 __ CHECK_DEVELOPMENT 20001110 09:18 Output of Check Routines for Development
  __ CHECK_DEVELOPMENT 20001110 09:18 Output of Check Routines for Development
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip - + Ext < >
```

Descriptive Attributes

If you defined List Layout as **2**, the above screen, containing **descriptive attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to mailing date and includes a short description.

Technical Attributes

The descriptive attributes section is actually the left half of the the complete Active Report List >Folder screen.

1. You can display the **technical attributes** for the Active Reports, which are contained on the right half of this screen, by pressing PF11 (>):

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen (technical attributes) will take the following form:

Active Report List >Folder screen (technical attributes)

| | ENTIRE OUTPO Report List | | _ | | : | 2000-11-15 |
|---------------------|-----------------------------|-------|---------|--------|-------|------------|
| Cmd Report | created | | RunNmbr | Lines | A R L | expires |
| CHECK_DEVELOPMENT | 20001117 | 17:29 | 19273 | 131 | S | 20010215 |
| ADABAS-START-JOB | 20001027 | 13:42 | 17572 | 356 | D | 20001203 |
| ADABAS-START-JOB | 20001026 | 12:56 | 21571 | 320 | D | 20001202 |
| ADABAS-START-JOB | 20001026 | 12:56 | 21570 | 346 | D | 20001202 |
| ADABAS-START-JOB | 20001026 | 12:56 | 21569 | 349 | D | 20001202 |
| ADABAS-START-JOB | 20001026 | 12:56 | 21568 | 348 | D | 20001202 |
| ADABAS-START-JOB | 20001021 | 08:09 | 21565 | 367 | D | 20001228 |
| ADAREP-DB088-EXT | 20001020 | 15:52 | 21564 | 14 | D | 20001230 |
| ADAREP088-NOM | 20001020 | 15:52 | 21563 | 18 | D | 20001230 |
| ADAREP-DB088 | 20001020 | 15:52 | 21562 | 396 | S | 20001230 |
| CHECK_DEVELOPMENT | 20001110 | 09:19 | 18755 | 49 | S | 20010208 |
| CHECK_DEVELOPMENT | 20001110 | 09:19 | 18756 | 129 | S | 20010208 |
| CHECK_DEVELOPMENT | 20001110 | 09:19 | 18754 | 27 | S | 20010208 |
| CHECK_DEVELOPMENT | 20001110 | 09:18 | 18753 | 87 | S | 20010208 |
| CHECK_DEVELOPMENT | 20001110 | 09:18 | 18752 | 103 | S | 20010208 |
| Top Of Data | | | | | | |
| Command => | | | | | | |
| Enter-PF1PF2PF3PF4- | PF5PF6- | PF7 | PF8 | -PF9PF | 10PF | 11PF12 |
| Help Exit Flip | 1 | _ | + | Ext < | > | Menu |

2. Press PF11 (>) again to display further technical attributes for the active reports:

| | TIRE OUTPUT MAN | _ | | 2000-11- | -20 |
|--------------------------|-----------------|--------------|-------|-------------|-----|
| User ID GHH - Active Rep | port List >Fold | er #Inbasket | _ | | |
| Cmd Report | created | RunNmbr Lin | ies A | R L Message | 9 |
| CHECK_DEVELOPMENT | 20001117 17:29 | 19273 | 131 | S 19273 (| OK |
| ADABAS-START-JOB | 20001027 13:42 | 21572 | 356 | D | |
| ADABAS-START-JOB | 20001026 12:56 | 21571 | 320 | D | |
| ADABAS-START-JOB | 20001026 12:56 | 21570 | 346 | D | |
| ADABAS-START-JOB | 20001026 12:56 | 21569 | 349 | D | |
| ADABAS-START-JOB | 20001026 12:56 | 21568 | 348 | D | |
| ADABAS-START-JOB | 20001021 08:09 | 21565 | 367 | D | |
| ADAREP-DB088-EXT | 20001020 15:52 | 21564 | 14 | D | |
| ADAREP088-NOM | 20001020 15:52 | 21563 | 18 | D | |
| ADAREP-DB088 | 20001020 15:52 | 21562 | 396 | S | |
| CHECK_DEVELOPMENT | 20001110 09:19 | 18755 | 49 | S 18755 C | ϽK |
| CHECK_DEVELOPMENT | 20001110 09:19 | 18756 | 129 | S 18756 C | ϽK |
| CHECK_DEVELOPMENT | 20001110 09:19 | 18754 | 27 | S 18754 C | ϽK |
| CHECK_DEVELOPMENT | 20001110 09:18 | 18753 | 87 | S 18753 C | ϽK |
| CHECK_DEVELOPMENT | 20001110 09:18 | 18752 | 103 | S 18752 C | OΚ |
| Top Of Data | | | | | |
| Command => | | | | | |
| Enter-PF1PF2PF3PF4 | PF5PF6PF7 | PF8PF9 | PF10- | -PF11PF12 | 2 |
| Help Exit Flip | - | + Ext | . < | > Menu | ı |

3. By using PF9 (Ext) you can toggle to short names display.
Then the Active Report List >Folder screen (technical attributes) will take the following form:

| Cmd Report | created | | RunNmbr | Lines | A R L | expires | Message | 9 |
|-------------------|-------------|-------|---------|-------|-------|----------|-------------|----|
| CHECK_DEVELOPMENT | 20001117 17 | 7:29 | 19273 | 131 | S | 20010215 | 5 19273 | OK |
| ADABAS-START-JOB | 20001027 13 | 3:42 | 21572 | 356 | D | 20001203 | 3 | OK |
| ADABAS-START-JOB | 20001026 12 | 2:56 | 21571 | 320 | D | 20001202 | 2 | |
| ADABAS-START-JOB | 20001026 12 | 2:56 | 21570 | 346 | D | 20001202 | 2 | |
| ADABAS-START-JOB | 20001026 12 | 2:56 | 21569 | 349 | D | 20001202 | 2 | |
| ADABAS-START-JOB | 20001026 12 | 2:56 | 21568 | 348 | D | 20001202 | 2 | |
| ADABAS-START-JOB | 20001026 08 | 3:09 | 21565 | 367 | D | 20001228 | 3 | |
| ADAREP-DB088-EXT | 20001020 15 | 5:52 | 21564 | 14 | D | 20001230 |) | |
| ADAREP088-NOM | 20001020 15 | 5:52 | 21563 | 18 | D | 20001230 |) | |
| ADAREP-DB088 | 20001020 15 | 5:52 | 21562 | 396 | S | 20001230 |) | |
| CHECK_DEVELOPMENT | 20001110 09 | 19:19 | 18754 | 27 | S | 20010208 | 18754 | OK |
| CHECK_DEVELOPMENT | 20001110 09 | 18:18 | 18753 | 87 | S | 20010208 | 18753 | OK |
| CHECK_DEVELOPMENT | 20001110 09 | 18:18 | 18752 | 103 | S | 20010208 | 18752 | OK |
| op Of Data | | | | | | | | |
| CHECK_DEVELOPMENT | 20001110 09 | :18 | 18753 | 87 | S | 20010208 | 18753 | C |

If you defined List Layout as **3**, the above screen, containing **technical attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to creation date and includes run number, number of lines and further technical information, which is explained in the immediately following subsection.

Special PF Key Assignments: Active Report List - Folder

| PF Key | Function | Explanation |
|--------|----------|---------------------------------|
| PF10 | < | Display descriptive attributes. |
| PF11 | > | Display technical attributes. |

Available Line Commands: Active Report List - Folder

See Available Line Commands: Active Report List.

Column Headings: Active Report List - Folder

• Cmd

Enter a two-character line command. See Available Line Commands: Active Report List.

• **Report** (*)

Report name. Enter selection criteria for the Active Report name.

• Mail Date/Time

Date and time the Active Report was mailed to your User ID. Enter:

- <(date in system format) to display all active reports mailed **before** the date;
 - =(date in system format) to display all active reports mailed **on** the date;
 - >(date in system format) to display all active reports mailed **after** the date.

• Description

A short description of the Report appears here.

created

The date on which the Active Report was created.

• RunNmbr

Internal sequence number.

• Lines

Number of lines in Active Report.

• A, R, L

See Column Headings: Active Reports List.

• expires

The Active Report is available online until this date.

Message

Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section **User Exits**), the Message field contains return data from NOMEX008.

Modifying an Active Report

Modifying General Attributes

- To modify the General Attributes of an Active Report
 - On the Active Report List or Active Report List >Folder screen, enter MO in the two-character Cmd field preceding the appropriate Active Report and press Enter.

Active Report > General Attributes screen

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
 14:48:21
User ID MRS
                  - Active Report>General Attributes -
Report
   Name ..... ADABAS-START-JOB
   Run number ..... 21572
   Description ...... ADABAS Start Job mit Statistiken
   Location ..... D
Keywords .....
Master Owner ..... MRS___
Retention
                               Contents
   Number ..... 7___
                                Number of Lines ... 356
   Factor ..... A
                                 CC Type ..... machine
   Calendar ..... __
                                Record Length .... 250
   Action ..... P
Expiration Date ..... 03/11/1999
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip
                                        Archv Reviv Spool
```

This screen displays the General Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition. For further information, see the subsection Defining General Attributes under the heading Adding a Report Definition.

Special PF Key Assignments: Active Report - General Attributes

| PF Key | Function | Explanation |
|--------|----------|--|
| PF8 | Archv | See Display/Modify Archive Attributes for Active Report. |
| PF9 | Reviv | See Display/Modify Revive Attributes for Active Report. |
| PF10 | Spool | See Display Spool Attributes for Active Report. |

Field Descriptions: Active Report - General Attributes

Report

• Name (not modifiable)

The Report name.

• Run number (not modifiable)

Internal sequence number of the Active Report.

• **Description** (not modifiable)

Short description of the Report.

• **Location** (not modifiable)

This is the location flag. It indicates the current storage location for the Active Report as described for the column heading L.

Keywords

Enter up to 3 keywords which will later help you select Reports.

Master Owner

The Monitor takes the User ID of the Master Owner to submit print jobs for Reports to be scheduled for automatic printing. This field is initialized with the User ID of the person who defined the Report. You can enter a different User ID.

Retention

You can modify the four Retention fields. For an explanation, see the field descriptions under Retention / Report.

Contents

• **Number of Lines** (not modifiable)

Number of lines contained in the Active Report.

• **CC Type** (not modifiable)

Either ASA or MACHINE.

• **Record Length** (not modifiable)

Maximum number of bytes in record.

• Expiration Date

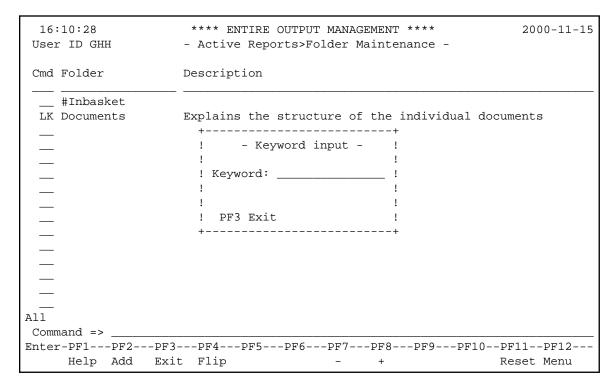
The contents of the Active Report are available online until this date.

List Active Reports Using a Selected Keyword

To list active reports archived in a folder using a selected keyword

1. Enter the line command **LK** in the Active Reports >Folder Maintenance screen before the corresponding folder and press Enter.

The Keyword Input windows appears:



2. Enter a particular keyword to list active reports to which this keyword is assigned.

OR

3. Enter a prefix (with *) to list the active reports to which the keyword with prefix entered is assigned.

The Active Reports screen appears in the defined layout (as specified in the Field Descriptions: Folder Definition >General Attributes in the field List Layout).

Modifying Archive Attributes of an Active Report

- To modify the Archive Attributes of an Active Report
 - After invoking the Active Report >General Attributes screen with the MO line command, press PF8 (Archy).

The Active Report > Archive Attributes screen appears:

```
14:48:59
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID MRS
                    - Active Report>Archive Attributes -
Report
   Name ..... ADABAS-START-JOB
   Run number ..... 21572
Retention
   Number ....___
   Unit ....._
Archive
   Date .....
   Time .....
   Expiration ....._
   Expiration Orig. ..
Data set .....
Volser(s) ......
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
              Exit Flip
     Help
                                               Ext
                                                               Menu
```

This screen displays the Archive Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition.

If you invoked the Active Report >General Attributes screen with the DI line command, you cannot modify any fields on this screen.

Field Descriptions: Active Report - Archive Attributes

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

Retention

This is the length of time the Active Report is to be kept in the Archive. When this period expires, the Active Report is deleted from the Archive Data Set. An Active Report can be archived no matter where it is stored.

You can modify the Number and Unit fields, if the Active Report has not already been archived. For an explanation, see the field descriptions under Retention / Archive.

Archive

- **Date/Time** (not modifiable)
 - The date and time the Active Report was archived.
- **Expiration** (not modifiable)
 - Expiration date. The Active Report is retained in the archive until this date.
- **Expiration Orig.** (not modifiable)
 - Original expiration date.
 - If the Expiration Date has been modified, the original date appears here.
- **Data set** (not modifiable)

The name of the data set to which the Active Report was archived.

• Volser (s) (not modifiable)
The VOLSER of the archive containing the Active Report.

Modifying Revive Attributes of an Active Report

To modify the Revive Attributes of an Active Report

• After invoking the Active Report > General Attributes screen with the MO line command, press PF9 (Reviv).

The Active Report > Revive Attributes screen appears:

```
14:49:31
                   **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID MRS
                   - Active Report>Revive Attributes -
Report
   Name ..... ADABAS-START-JOB
   Run number ..... 21572
Retention
   Number ....._
   Unit ....._
   Calendar ....._
Revive
   Date .....
   Time .....
   Expiration ....._
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help
              Exit Flip
                                               Ext
```

This screen displays the Revive Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition.

If you invoked the Active Report >General Attributes screen with the DI line command, you cannot modify any fields on this screen.

Field Descriptions: Active Report - Revive Attributes

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

Retention

This is the length of time the contents of a revived Active Report are to be available online for browsing and printing. When this period expires, this 'copy' of the archived Report is purged automatically.

You can modify the Number, Unit and Calendar fields, if the Active Report has not already been revived. If the Active Report has been revived, you can modify the Expiration field below. For an explanation, see the field descriptions under Retention / Report.

Revive

Date

The date the Active Report was revived.

• Time

The time the Active Report was revived.

Expiration

The revived 'copy' of the Active Report contents is available until this date.

You can modify this field, if the Active Report has already been revived.

If the Active Report has not been revived, you can modify the Number, Unit and Calendar fields above.

Displaying General Attributes of an Active Report

- To display the General Attributes of an Active Report
 - On the Active Report List or Active Report List >Folder screen, enter DI in the two-character Cmd field preceding the appropriate Active Report and press Enter.

The Active Report >General Attributes screen appears. With the display function you can only view not modify the attributes.

Displaying Spool Attributes of an Active Report - POWER

- To display the Spool Attributes of an Active Report
 - On the Active Report List or Active Report List > Folder screen, enter SP in the two-character Cmd field preceding the appropriate active report and press Enter.

OR

• After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report >Spool Attributes screen appears:

```
2000-11-15
 14:50:25
                   **** ENTIRE OUTPUT MANAGEMENT ****
User ID MRS
                   - Active Report>Spool Attributes -
Report
   Name ..... ADABAS-START-JOB
   Run number ..... 21572
Spool Type ..... POWER
Node ..... 33
Jobname ..... ADABAS
Jobnumber ..... 23354
Data set type ..... LS
Number of segments ... 1
FLASH .....
FORM .....
Copies ..... 1
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip
    Help
                                              Ext
                                                             Menu
```

This screen displays the attributes of a POWER spool data set.

Field Descriptions: Active Report - Spool Attributes

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the POWER spool data.

Displaying Spool Attributes of an Active Report - JES

- To display the Spool Attributes of an Active Report (JES)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report >Spool Attributes screen (JES) appears:

```
2000-11-15
 10:02:53
                 **** ENTIRE OUTPUT MANAGEMENT ****
User ID MRS
                 - Active Reports>Spool Attributes -
Report
  Name ..... SCAN-'-RETENTIO
  Run number ..... 15285
Spool Type ..... JES
                                  BURST .....
Node ..... 144
                                  UCS .....
Jobname ..... GWSCAN
                                  FCB .....
Jobnumber ..... 3788
                                  FLASH .....
Data set type ..... SO
                                  FORMS ..... STD
Data set ..... 1
                                  FORMDEF .....
                                  PAGEDEF .....
Data set key ..... 101
Group ID ..... 1.0001.0001
                                  TRC ..... NO
Procname .....
                                  COMPACT .....
Stepname ..... CUPOSCAN
                                  LINECT .....
DDName ..... SYSPRINT
                                  RECFM ..... FA
CHARS ......
                                  Copies ..... 1
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
             Exit Flip
    Help
                                        Ext
                                                      Menu
```

This screen displays the attributes of a JES spool data set.

Field Descriptions: Active Report - Spool Attributes - JES

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the JES spool data. For more information, see the appropriate IBM reference manual.

Displaying Spool Attributes of an Active Report - NAF

- To display the Spool Attributes of an Active Report (NAF)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report >Spool Attributes screen (NAF) appears:

```
2000-11-15
 10:14:53
                   **** ENTIRE OUTPUT MANAGEMENT ****
User ID MRS
                   - Active Report>Spool Attributes -
Report
   Name ..... DEPTBS1-0000
   Run number ..... 15589
                                     Creation Date ..... 19990118
Spool Type ..... NAF
DBID ..... 10
                                     Creation Time ..... 1013474
FNR ..... 60
User ID ..... MK1
NATURAL Library ..... NOM132
NATURAL Program ..... UEXEMPL9
Printer profile name . NOMPRT01
Logical destination .. 4 (1-31)
Form .....
Report name .....
Copies ..... 1
Disposition ..... H
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
               Exit Flip
    Help
                                               Ext
                                                              Menu
```

This screen displays the attributes of a NAF spool data set.

Field Descriptions: Active Report - Spool Attributes - NAF

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the NAF spool data.

Displaying Spool Attributes of an Active Report - BS2000/OSD

- To display the Spool Attributes of an Active Report (BS2000/OSD)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report > Spool Attributes screen (BS2000/OSD) appears:

```
2000-11-15
 16:37:40
                  **** ENTIRE OUTPUT MANAGEMENT ****
User ID NOM
                  - Active Report>Spool Attributes -
Report
   Name ..... DEPTDS1-VENT
   Run number ..... 12348
Spool Type ..... BS2000/OSD
Node ..... 31
                             Rotation .....
Job name ..... NOMSTD1
                             Dia ......
User ID ..... NOM
                             Copies .....
Job ID ..... 1SM0
                             Form ..... STD
Originator Job ID .... 1SMZ
                             Control ..... NO
                             Chars .....
Destination ..... DRGW1
Device ..... DRGW1
Recform ..... F M
                             Size ..... 195
                             Secondary ..... 96
Recsize ...... 133
Blocksize ..... 6144
Data set ..... $NOM.MRS.LST.EMPLOYEES.000000913
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
             Exit Flip Do
    Help
                            Undo
                                          Ext
                                                        Menu
```

This screen displays the attributes of a BS2000/OSD print file and the parameters of the BS2000/OSD print command.

Field Descriptions: Active Report - Spool Attributes - BS2000/OSD

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the BS2000/OSD print file.

Displaying Spool Attributes of an Active Report - CMA-SPOOL

- To display the Spool Attributes of an Active Report (CMA-SPOOL)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report > Spool Attributes screen (CMA-SPOOL) appears:

```
2000-11-15
 16:38:40
                 **** ENTIRE OUTPUT MANAGEMENT ****
User ID
                 - Active Reports>Spool Attributes -
Report
  Name .....
  Run number .....
Spool Type ..... CMASPOOL
                              Fcb .....
File sequence number .
                              Prmode .....
File name \ldots\ldots
                              Formdef .....
User ID .....
                              Pagedef .....
Account number .....
                              Chars .....
Programmers name .....
                              Writer .....
Room .....
                              Destination .....
System ID .....
                              Class .....
Linect .....
                              Lines .....
Retain .....
                              Pages .....
                              Priority .....
Forms .....
Trc .....
                              Copies .....
Compression .....
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
             Exit Flip Do
    Help
                           Undo
                                         Ext
                                                      Menu
```

This screen displays the attributes of a CMA-SPOOL data set.

Field Descriptions: Active Report - Spool Attributes - CMA-SPOOL Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the CMA-SPOOL data.

Displaying Spool Attributes of an Active Report - SAP

- To display the Spool Attributes of an Active Report (SAP)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report >Spool Attributes screen (SAP) appears:

```
2000-11-15
 09:58:10
                   **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH
                   - Active Reports>Spool Attributes -
Report
   Name ..... A-SAP-TEST1
   Run number ..... 25759
Spool Type ..... SAP-Spool
Destination ..... L334
List ID ..... LISTEN
User ID ..... MOSE
Task ID ..... B803
Formdef .....
Pagedef .....
Chars ......
Copies ..... 00
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
               Exit Flip Do
                              Undo
    Help
                                             Ext
                                                            Menu
```

This screen displays the attributes of an SAP spool data set.

Field Descriptions: Active Report - Spool Attributes - SAP

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the SAP spool data.

Displaying Spool Attributes of an Active Report - 3GL Interface

- To display the Spool Attributes of an Active Report (3GL Interface)
 - After invoking the Active Report >General Attributes screen with the DI or MO line commands, press PF10 (Spool).

The Active Report > Spool Attributes screen (3GL Interface) appears:

```
10:47:41
                                                             2000-11-15
                    **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH
                    - Active Reports>Spool Attributes -
Report
   Name ..... USR104-TEST
   Run number ..... 26657
Spool Type ..... 3GL Interface 104
User ID ..... USERID..
Terminal ID ..... TERMID..
Program ..... PROGID..
List-Name ..... LISTNAM.
List ID ..... LISTID..
Description ..... DESCRIPT
All
Command =>
Enter-PF1---PF3---PF3---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip Do
                               Undo
     Help
                                               Ext
                                                               Menu
```

This screen displays the attributes of a 3GL Interface spool data set.

Field Descriptions: Active Report - Spool Attributes - 3GL Interface Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the 3GL Interface spool data.

Browsing an Active Report with the Software AG Editor

This function invokes the Software AG Editor, which allows you to scroll, find, layout and print data in an Active Report. You can also export the Active Report to a Con-nect document or to a PC file.

The Software AG Editor allows you to perform the following functions when browsing an Active Report:

- Scroll up and down and to the right and left to view the entire Report;
- Find and refind text;
- Modify the layout of the Active Report;
- Print part or all of the Active Report;
- Export all or part of an Active Report to a Con-nect document;
- Export all or part of an Active Report to a PC file.

These functions are described in detail in the following subsection.

Invoking the Software AG Editor

To invoke the Software AG Editor

• On the Active Report List screen, enter BR in the two-character command line preceding the Report to be browsed. Press Enter.

The Active Report you have selected appears on the screen:

Software AG Editor Screen

| 14:29:5 | 52 | **** ENTIRE C | UTPUT MANAGEMENT **** | 200 | 00-11-15 |
|----------|-------------|-----------------------------------|-----------------------|----------------|----------|
| Report U | JEX-INSL-AD | DP(21086) L | 000000 T 000232 | Columns (| 001 072 |
| ====> | | | | SCROLL=== | => CSR |
| ***** | ****** | * * * * * * * * * * * * * * * * * | ** top of data ***** | ***** | ***** |
| 000001 | Page: 1 | | Employee List sorted | d by Departmer | nt |
| 000002 | | | | | |
| 000003 | | | EMPLOYEES | | |
| 000004 | DEPARTMENT | NAME | FIRST-NAME | PERSONNEL | DATE |
| 000005 | CODE | | | ID | OF |
| 000006 | | | | | BIRTH |
| 000007 | | | | | |
| 800000 | FINA01 | ANTLIFF | JANET | 30021001 | 53/10/12 |
| 000009 | FINA01 | ANTLIFF | JANET | 30021001 | 53/10/12 |
| 000010 | FINA01 | EAVES | TREVOR | 30034544 | 48/09/23 |
| 000011 | FINA01 | GOMEZ | ISABEL | 60000544 | 58/10/23 |
| | FINA01 | GOMEZ | MARIO | 60000012 | 45/12/12 |
| 000013 | FINA01 | JAMES | SHARON | 30034217 | 63/05/26 |
| | FINA01 | JAMES | SHARON | 30034217 | 63/05/26 |
| 000015 | FINA01 | JAMIESON | SUSAN | 30000217 | 64/02/29 |
| | FINA01 | JOHNSON | HELEN | 30000544 | 58/10/23 |
| 000017 | FINA01 | JOHNSTON | JOHN | 30016001 | 35/10/12 |
| | FINA01 | JOUSSELIN | DANIEL | 50003800 | 49/02/28 |
| | | | -PF6PF7PF8PF9 | PF10PF11- | PF12 |
| He | elp Notes | End Layot Rfind | Fi:C - + | < > | Menu |

ISPF-like commands enable you to browse the Active Report.

PF Key Assignments: Software AG Editor

| PF Key | Function | Explanation |
|-----------|----------|--|
| PF2 | Notes | Invokes NOMEX008, if active, to allow user-defined processing to be integrated with active report browsing. See the Section User Exits for a description of NOMEX008. |
| PF3 | Exit | Return to previous screen. |
| PF4 | Layou | Modify Active Report layout. |
| PF5 | Rfind | Find a string again. |
| PF6 | Fi:C | Find character string at cursor. |
| PF7 | Up | Scroll up. |
| PF8 | Down | Scroll down. |
| PF10 | Left | Shift screen to the left. |
| PF11 | Right | Shift screen to the right. |

Scrolling an Active Report

PF Keys

To scroll an Active Report you can use the following PF keys on the Editor screen:

- To scroll toward top of data
- Use PF7 (Up) or the main command UP.
- To scroll toward bottom of data
 - Use PF8 (Down) or the main command DOWN.
- To scroll data to the left
- Use PF10 (Left) or the main command LEFT.
- To scroll to the right
- Use PF11 (Right) or the main command RIGHT.

Settings for SCROLL Field

In the SCROLL field at the top right of the Editor screen, you can enter scroll settings. These settings are used to set the scroll amount for the PF keys above and some are also used with the scrolling main commands.

Possible settings for the SCROLL field are:

| Scroll Setting | Explanation |
|-------------------|---|
| <number></number> | Scroll up or down a specified number of lines. Scroll to the right or left (up to 8 columns). |
| CSR (default) | Scroll down to cursor position, if cursor is on a line of text. Cursor line becomes first line of text. When scrolling up, cursor line becomes last line of text. Scroll a page length, if cursor is in COMMAND line. Scroll left 8 columns. Scroll right to cursor position (up to 8 columns). |
| DATA | Scroll a page length minus one line. When scrolling down the last line of text becomes the first line. When scrolling up the first line of text becomes the last line. Scroll 8 columns to left or right. |
| HALF | Scroll up or down half a page. Scroll 8 columns to left or right. |
| MAX | Scroll to top or bottom of data. Scroll 8 columns to left or right. |
| PAGE | Scroll up or down a page length. Scroll 8 columns to left or right. |

For example, when the scroll setting is HALF and you press PF8 (Down), the next half page of the Active Report appears.

Main Commands for Scrolling

A number of **main commands** are available for vertical and horizontal scrolling. Enter these commands in the command line ====> at the top left of the Editor screen and press Enter.

The following table shows all possible scrolling commands and their meaning:

| Main Command | Explanation |
|------------------|--|
| воттом | Scrolls down to the last page of data. |
| ++ | Means BOTTOM. |
| COLS ON/OFF | COLS ON displays a line at the top of the editing section showing column positions. COLS OFF turns display off. |
| DOWN | Scrolls data down by amount specified in the SCROLL field. Alternatively, use the DOWN command with a numerical scroll amount, e.g. DOWN 10 scrolls forward 10 lines. |
| +n | Means DOWN by n number of lines. |
| FIX n | Fixes the first <i>n</i> number of columns to display when scrolling left or right. |
| KEYS ON/OFF | Shows or hides the PF-key line. |
| LEFT | Scrolls data left by amount specified in the SCROLL field (up to 8 columns). Alternatively, use the LEFT command with a numerical scroll amount, e.g. LEFT 5 scrolls left 5 columns. |
| PREFIX ON/OFF | Shows or hides the column containing the line numbers. |
| RIGHT | Scrolls data right by amount specified in the SCROLL field (up to 8 columns). Alternatively, use the RIGHT command with a numerical scroll amount, e.g. RIGHT 7 scrolls right 7 columns. |
| ТОР | Scrolls up to the first page of data. |
| | Means TOP. |
| UP | Scrolls data up by amount specified in the SCROLL field. Alternatively, use the UP command with a numerical scroll amount, e.g. UP 10 scrolls up 10 lines. |
| -n | Means UP by n number of lines. |

Finding a Specific Character String

FIND Command

Use the main command FIND to locate a specific character string.

Example:

1. Enter FIND 'KENT' in the command line ====> at the top left of the Editor screen: **Editor - FIND Main Command**

| 11:31: | 30 | **** ENTIRE OU | TPUT MANAGEMENT **** | 200 | 00-11-15 |
|--------|-------------|----------------|----------------------|--------------|----------|
| Report | UEX-INSL-AD | DP(21086) L 0 | 00000 T 000232 | Columns | 001 072 |
| ====> | FIND 'KENT' | | | SCROLL==: | => CSR |
| ***** | ***** | ****** | * top of data ****** | ***** | ****** |
| 000001 | Page: 1 | | Employee List sorted | by Departmen | nt |
| 000002 | | | | | |
| 000003 | | | EMPLOYEES | | |
| 000004 | DEPARTMENT | NAME | FIRST-NAME | PERSONNEL | DATE |
| 000005 | CODE | | | ID | OF |
| 000006 | | | | | BIRTH |
| 000007 | | | | | |
| 000008 | FINA01 | ANTLIFF | JANET | 30021001 | 53/10/12 |

2. Press Enter.

The cursor is placed on the first character of the **highlighted** string. If the line containing the string does not appear on the screen, the data is scrolled to that line. This becomes the second line of data on the screen (line 210 below):

Editor - FIND Main Command

| 11:33: | : 39 | **** ENTI | RE OUTPUT MANAGEMENT **** | 20 | 00-11-15 |
|--------|----------|--------------|---------------------------|---------------|----------|
| Report | UEX-INSL | -ADDP(21086) | L 000209 T 000232 | Char 'KENT | ' found |
| ====> | | | | SCROLL== | => CSR |
| 000209 | MGMT01 | GARCIA | ENDIKA | 60000311 | 37/06/22 |
| 000210 | MGMT01 | KENT | HELEN | 30021427 | 36/01/21 |
| 000211 | MGMT01 | O'CONNOR | MICHAEL | 30016311 | 47/03/06 |
| 000212 | MGMT01 | PERKINS | NEVILLE | 30008312 | 53/08/21 |
| 000213 | MGMT01 | SMITH | GERALD | 30000311 | 37/06/22 |
| 000214 | MGMT01 | SMITH-MANSON | FIONA | 30021233 | 47/07/21 |
| 000215 | MGMT01 | TORRES | FRANCISCO | 60008312 | 53/08/21 |
| 000216 | MGMT01 | WOOD | MARIAN | 30034125 | 56/06/02 |
| 000217 | Page: | 17 | Employee List sorted | d by Departme | nt |

Find Character String at Cursor - PF6

- You can search for any character string that appears on the screen
 - By simply placing the cursor on the string to search for and pressing PF6 (Fi:C).

The search begins at the top of the Report.

Finding the Same String Again

- To find the same string again
 - Press PF5 (Rfind).

A message indicates whether the string was not found, or if the bottom of the data was reached.

Modifying the Layout of an Active Report

The Software AG Editor allows you to change the column layout of an Active Report.

Our example Active Report appears as follows:

```
**** ENTIRE OUTPUT MANAGEMENT ****
                                                           2000-11-15
Report UEX-INSL-ADDP(21086) L 000000 T 000232 ------Columns 001 072
                                                   SCROLL===> CSR
000001 Page: 1
                                 Employee List sorted by Department
000002
000003
                                  EMPLOYEES
000004 DEPARTMENT NAME
                                       FIRST-NAME
                                                     PERSONNEL
                                                               DATE
         CODE
000005
                                                       ID
                                                               OF
000006
                                                              BIRTH
000007
000008 FINA01 ANTLIFF
                                                     30021001 53/10/12
                                  JANET
                                 JANET
000009 FINA01 ANTLIFF
                                                    30021001 53/10/12
000010 FINA01 EAVES
000011 FINA01 GOMEZ
000012 FINA01 GOMEZ
000013 FINA01 JAMES
                                 TREVOR
ISABEL
                                                    30034544 48/09/23
                                                   60000544 58/10/23
                                 MARIO
                                                   60000012 45/12/12
                                 SHARON
                                                    30034217 63/05/26
000014 FINA01 JAMES
000015 FINA01 JAMIESON
                                 SHARON
                                                    30034217 63/05/26
                                 SUSAN
                                                    30000217 64/02/29
000016 FINA01 JOHNSON
                                 HELEN
                                                    30000544 58/10/23
000017 FINA01 JOHNSTON
000018 FINA01 JOUSSELIN
                                  JOHN
                                                    30016001 35/10/12
                                 DANIEL
                                                    50003800 49/02/28
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
              End Layou Rfind Fi:C -
     Help
                                         +
                                                              Menu
```

To select the columns to be displayed and their order on the screen

• Place the cursor on a line of data and press PF4 (Layou).

The selected line (here line 8) is included in a layout window:

To define the layout

1. Enter **X** in the Layout line in each column that is to appear in the Report.

Columns 1 to 65 are displayed. For example:

2. Press PF11 (Right) to view the rest of the data on the right.

Columns 66 to 130 are displayed:

3. Enter **X** in the Layout line in each column that is to appear in the Report. For example:

4. Press PF10 (Left) and PF4 (Define Layout).

The Define Report Layout window opens:

| 15:34:41 ** | ** ENTIRE OUTPUT MANAGEMENT **** | 2000-11-15 |
|---------------------|----------------------------------|---------------------|
| + | | |
| 11 | +2+3+4+- | 5+6+ !* |
| | + | |
| ! FINA01 ANT | ! | ! 30021001 53 ! |
| ! | ! Define Report Layout | 1 |
| ! PF3 = Exit | ! | ! = Delete Layout ! |
| ! PF6 = Saved Lay | ! From-Column To-Column | ! = Right ! |
| + | | !+ |
| 000007 | ! 2_ 32_ 47_ | ! |
| 000008 FINA01 ANTLI | ! 3_ 53_ 62_ | ! 30021001 53/10/12 |
| 000009 FINA01 ANTLI | ! 4_ 64_ 72_ | ! 30021001 53/10/12 |
| 000010 FINA01 EAVES | ! | ! 30034544 48/09/23 |
| 000011 FINA01 GOMEZ | ! | ! 60000544 58/10/23 |
| 000012 FINA01 GOMEZ | ! | ! 60000012 45/12/12 |
| 000013 FINA01 JAMES | ! | ! 30034217 63/05/26 |
| 000014 FINA01 JAMES | ! | ! 30034217 63/05/26 |
| 000015 FINA01 JAMIE | ! | ! 30000217 64/02/29 |
| 000016 FINA01 JOHNS | ! | ! 30000544 58/10/23 |
| 000017 FINA01 JOHNS | ! Header Lines 3 | ! 30016001 35/10/12 |
| 000018 FINA01 JOUSS | 1 | ! 50003800 49/02/28 |
| Enter-PF1PF2PF3 | ! PF1 Help PF3 Exit PF4 Save | !-PF10PF11PF12 |
| Help End | + | + < > Menu |

This window lists the columns you have marked in the order they appear on the screen. The number you enter for Header Lines determines the number of lines from the top of the Report which are excluded from your layout. In our example, above, we have entered 3 to exclude the first 3 lines of the Report from the layout.

You can change the order of the columns you have marked by entering a new sequence. In our example, below, we have changed the order of column groups 1 and 2:

Editor - Define Report Layout, Column Sequence

| 15:34: | 41 | *** | ENTIR | E OUTPUT | MANAGEMENT | **** | 20 | 00-11-3 | 15 |
|--------|-----------|-----------|-------|------------|--------------|------|------------|---------|-----|
| + | | | | | | | | | -+ |
| ! | | | | | | | | | ! |
| ! | 1+ | 1+- | 2 | +3 | 4 | + | 56 | + | ! * |
| ! Layo | out | XXXX + | | | | + | XXXXXXX | XX XX | ! |
| ! | FINA01 | ANT ! | | | | ! | 3002100 | 1 53 | ! |
| ! | | ! | Ι | Define R | eport Layout | :! | | | ! |
| ! | PF3 = Ex | it! | | | | ! | = Delete L | ayout | ! |
| ! | PF6 = Sar | ved Lay ! | Fi | rom-Colu | mn To-Columr | ı ! | = Right | | ! |
| + | | ! | 2_ 2 | 11_ | 24_ | ! | | | -+ |
| 000007 | | ! | 1_ 3 | 32_ | 47_ | ! | | | |
| 800000 | FINA01 | ANTLI ! | 3_ 5 | 53_ | 62_ | ! | 30021001 | 53/10, | /12 |
| 000009 | FINA01 | ANTLI ! | 4_ 6 | 54 <u></u> | 72 <u></u> | ! | 30021001 | 53/10, | /12 |
| 000010 | FINA01 | EAVES ! | | | | ! | 30034544 | 48/09 | /23 |
| 000011 | FINA01 | GOMEZ ! | | | | ! | 60000544 | 58/10 | /23 |

5. Press Enter.

Columns 32 to 47 now appear first, followed by columns 11 to 24, etc.:

| 15:34:41 **** | ENT | IRE OUTPUT | T MANAGEMENT | *** | 200 | 00-11-15 |
|----------------------|-----|------------|---------------|-----|-------------|----------|
| ! | | | | | | · ! |
| ! 1+1+- | 2 | 3 | 34 | +5 | +6- | + !* |
| ! Layout XXXX + | | | | + | XXXXXXXX | XX XX ! |
| ! FINA01 ANT! | | | | ! | 30021001 | 53! |
| !!! | | Define R | Report Layout | ! | | ! |
| ! PF3 = Exit ! | | | | ! | = Delete La | ayout ! |
| ! PF6 = Saved Lay ! | | From-Colu | ımn To-Column | . ! | = Right | ! |
| +! | 1_ | 32_ | 47_ | ! - | | + |
| 000007! | 2_ | 11_ | 24_ | ! - | | |
| 000008 FINA01 ANTLI! | 3_ | 53_ | 62_ | ! | 30021001 | 53/10/12 |
| 000009 FINA01 ANTLI! | 4_ | 64_ | 72_ | ! | 30021001 | 53/10/12 |
| 000010 FINA01 EAVES! | | | | ! | 30034544 | 48/09/23 |
| 000011 FINA01 GOMEZ! | | | | ! | 60000544 | 58/10/23 |

6. Press PF4 (Save) and PF3 (Exit).

The Report now appears as follows:

| ====> | UEX-INSL- | ADDP(21086 |) L 000 | UT MANAGEMENT 000 T 000232 | | Col SCR | umns 0 OLL=== | > CSR |
|---------|---|------------|--------------|-------------------------------|------------|------------|------------------|-------|
| | | **** | ***** | top of data : | ***** | ***** | ***** | ***** |
| 000001 | Page: | 1 | | Employee List | t sorted b | y Dep | artmen | t |
| 000002 | | | | | | | | |
| 000003 | | | | EMPLOYEES | | | | |
| 000004 | FI | RST-NAME | NAME | PERSONNEL | DATE | | | |
| 000005 | | | | ID | OF | | | |
| 000006 | | | | | BIRTH | | | |
| 000007 | | | | | | | | |
| 000008 | JANET | Ī | ANTLIFF | 30021001 | 53/10/12 | | | |
| 000009 | JANET | Ī | ANTLIFF | 30021001 | 53/10/12 | | | |
| 000010 | TREVOR | I | EAVES | 30034544 | 48/09/23 | | | |
| 000011 | ISABEL | (| GOMEZ | 60000544 | 58/10/23 | | | |
| 000012 | MARIO | (| GOMEZ | 60000012 | 45/12/12 | | | |
| 000013 | SHARON | | JAMES | 30034217 | 63/05/26 | | | |
| 000014 | SHARON | | JAMES | 30034217 | 63/05/26 | | | |
| 000015 | SUSAN | | JAMIESON | 30000217 | 64/02/29 | | | |
| 000016 | HELEN | Ċ | JOHNSON | 30000544 | 58/10/23 | | | |
| 000017 | JOHN | Ċ | JOHNSTON | 30016001 | 35/10/12 | | | |
| 000018 | DANIEL | Ċ | JOUSSELIN | 50003800 | 49/02/28 | | | |
| Enter-I | Enter-PF1PF2PF3PF4PF5PF6PF7PF8PF9PF10PF11PF12 | | | | | | | |
| I | Help | End Lay | you Rfind Fi | :C - + | | < | > | Menu |

You can scroll as described in the subsection Scrolling an Active Report and search for a string as described in the subsection Finding a Specific Character String. To print the Report, see the following subsections Printing an Entire Active Report and Printing a Block of Lines.

You can print all or part of an Active Report, either in its default layout or in a layout that you have defined (see the previous subsection Modifying the Layout of an Active Report).

Printing an Entire Active Report

To print an entire Active Report

1. Enter the main command PRINT in the command line ====> at the top left of the Editor screen from any page in the Report:

Editor - PRINT main command

| 15:29: | 52 | **** ENT] | IRE OUTPUT MANAGEMENT **** | 2000-11-15 |
|--------|-------------|-----------|----------------------------|---|
| Report | UEX-INSL-AD | DP(21086) | L 000000 T 000232 | Columns 001 072 |
| ====> | PRINT | | | SCROLL===> CSR |
| ***** | ***** | ****** | ****** top of data ***** | * |
| 000001 | Page: 1 | | Employee List sort | ed by Department |
| 000002 | | | | |
| 000003 | | | EMPLOYEES | |
| 000004 | DEPARTMENT | NAME | FIRST-NAME | PERSONNEL DATE |
| 000005 | CODE | | | ID OF |
| 000006 | | | | BIRTH |
| 000007 | | | | |
| 000008 | FINA01 | ANTLIFF | JANET | 30021001 53/10/12 |

2. Press Enter.

Selecting a Printer

The Editor - Printer Selection List window opens:

| 18:10 | :09 *** | ** ENTIRE OUTPUT MANAGEMENT **** | 2000-11-15 |
|--------|-------------------|----------------------------------|---------------------|
| Report | UEX-INSL-ADDP(210 | + | + 001 072 |
| ====> | PRINT | ! - Printer Selection List - | !==> CSR |
| ***** | ***** | ! | ! * * * * * * * * * |
| 000001 | Page: 1 | ! Select with any character | !ent |
| 000002 | | ! _ ADAREP09 print to pds member | ! |
| 000003 | | ! _ ADAREP77 print to seq file | ! |
| 000004 | FIRST-NAME | ! _ DAEPRT12 DC laser printer | ! |
| 000005 | | ! _ DAEPRT14 DC laser printer | ! |
| 000006 | | ! _ DAEPRT16 DC GROUP 2 | ! |
| 000007 | | ! _ DASDBUN print to pds member | ! |
| 000008 | JANET | ! _ HUGO DC laser printer | ! |
| 000009 | JANET | ! _ LAS14LSC DAEPRT14 LANDSCAPE | ! |
| 000010 | TREVOR | ! _ MAINPRT Main system printer | ! |
| 000011 | ISABEL | ! _ MAINPRT2 Main system printer | ! |
| 000012 | MARIO | ! | ! |
| 000013 | SHARON | ! Top Of Data | ! |
| 000014 | SHARON | ! Hold Printout => _ (Y/N) | ! |
| 000015 | SUSAN | ! | ! |
| 000016 | HELEN | ! PF3 Exit PF7 Up PF8 Down | ! |
| 000017 | JOHN | + | + |
| 000018 | DANIEL | JOUSSELIN 50003800 49/02/28 | |
| | | | |

To scroll up and down the Printer Selection list

- 1. Use PF7 (Up) and PF8 (Down).
- 2. Select a printer by marking it with any character and pressing Enter.

The entire Report is printed to the selected printer with the layout displayed on the Editor screen.

A message at the top of the screen confirms:

```
(number) Lines Sent To Printer (name of printer)
```

To hold the Printout in the Printout Queue

• Enter **Y** in the Hold Printout field.

Printing a Block of Lines

To print a block of lines from an Active Report

1. Type over the line number of the **first** line to be printed with PP and press Enter:

Editor - PP line command

| 18:07: Report | 54 UEX-INSL-ADD | **** ENTIRE OUTPU | T MANAGEMEN 08 T 000232 | | 2000-11-15 -Block is pending |
|------------------|--------------------|-------------------|----------------------------|----------|---------------------------------|
| ====> | | | | | SCROLL===> CSR |
| PP | JANET | ANTLIFF | 30021001 | 53/10/12 | |
| 000009 | JANET | ANTLIFF | 30021001 | 53/10/12 | |
| 000010 | TREVOR | EAVES | 30034544 | 48/09/23 | |
| 000011 | ISABEL | GOMEZ | 60000544 | 58/10/23 | |
| 000012 | MARIO | GOMEZ | 60000012 | 45/12/12 | |
| 000013 | SHARON | JAMES | 30034217 | 63/05/26 | |
| 000014 | SHARON | JAMES | 30034217 | 63/05/26 | |
| 000015 | SUSAN | JAMIESON | 30000217 | 64/02/29 | |
| 000016 | HELEN | JOHNSON | 30000544 | 58/10/23 | |

2. Scroll to the **last** line to be printed, type over the line number with a second PP:

| 000044 | PERCIVAL | JAMES | 30000512 | 33/08/02 | |
|---------|-----------|-------------|--------------|-------------------------|--|
| 000045 | KEPA | MILLAN | 60000410 | 62/10/15 | |
| 000046 | GWYNFOR | MORGAN | 30034602 | 50/11/12 | |
| 000047 | NIGEL | PALING | 30034651 | 46/03/14 | |
| 000048 | VITORIANO | TEBAR | 60000112 | 28/04/01 | |
| PP0049 | FELIPE | YNCLAN | 60000651 | 44/02/14 | |
| 000050 | Page: 3 | | Employee Lis | st sorted by Department | |
| 000051 | | | | | |
| 000052 | | | EMPLOYEES | | |
| 000053 | FIRST-NAM | IE NA | ME PERSONNEL | L DATE | |
| Enter-P | F1PF2PF3 | -PF4PF5 | PF6PF7PF | F8PF9PF10PF11PF12 | |
| Н | elp End | Layou Rfind | Fi:C - + | + < > Menu | |

3. Press Enter.

The Printer Selection List window opens (see the subsection Selecting a Printer on the previous page).

4. Select a printer by marking it with any character and pressing Enter.

The block of lines is printed to the selected printer with the layout displayed on the Editor screen.

A message at the top of the screen confirms:

```
(number) Lines Sent To Printer (name of printer)
```

- To hold the Printout in the Printout Queue
- Enter Y in the Hold Printout field.

Exporting an Active Report to Con-nect

- To export an Active Report to a Con-nect document
 - Enter the main command EXPORT CONNECT in the command line ====> at the top left of the Editor screen and press Enter.

The Editor - Export Text to Con-nect Document window opens:

```
Report DEPT-SALE(21669) L 000000 T 000311 ------Columns 001 072
====> export connect
                                            SCROLL===> CSR
00 +-----
00!
                - Export Text To Con-Nect Document -
00!
00 ! Cabinet ......
00 ! Password .....
00 ! Document name .. _
00 ! Document Format.
00!
00 ! Subject
00!
00 ! Keywords __
00!
00 ! PF3 Exit

        000017
        SALE00
        MARKUSH
        VIRGINIA
        20005100
        F 42/07/

        000018
        SALE00
        ROSIN
        SIMON
        20029000
        M 58/01/

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
    Help End Layou Rfind Fi:C - + < > Menu
```

Field Descriptions: Export Text to Con-nect Document

Cabinet

Enter the ID of the Con-nect cabinet.

Password

Enter the password for the cabinet, if necessary.

• Document name

Enter the name of the Con-nect document to which the Active Report is to be exported.

- Document Format
 - \circ **0** = Print as presently formatted.
 - **1** = ASA or machine code are translated into CON-FORM commands.
- Subject

Enter a short description of the document subject.

Keywords

Enter keywords to help you locate the document in Con-nect.

When you have finished entering data, press Enter.

The Active Report is written to the specified Con-nect document.

Exporting an Active Report to a PC File

To export an Active Report to a PC file

1. Enter the main command EXPORT PC in the command line ====> at the top left of the Editor screen and press Enter.

A window opens in which you can enter the file name to which the Active Report is to be written.

2. Enter the file name and press Enter.

The Active Report is downloaded to the file on the PC.

Note: This function is available only when Entire Connection is installed.

Exporting a Block of Lines

To export a block of lines from an Active Report

1. Type over the line number of the **first** line to be exported with **CC** and press Enter: **Editor - CC Line Command**

| 18:07: Report | 54 UEX-INSL-AD | | JT MANAGEMENT | = | 2000-11-15 -Block is pending |
|------------------|-------------------|----------|---------------|----------|---------------------------------|
| ====> | | | | | SCROLL===> CSR |
| CC | JANET | ANTLIFF | 30021001 | 53/10/12 | |
| 000009 | JANET | ANTLIFF | 30021001 | 53/10/12 | |
| 000010 | TREVOR | EAVES | 30034544 | 48/09/23 | |
| 000011 | ISABEL | GOMEZ | 60000544 | 58/10/23 | |
| 000012 | MARIO | GOMEZ | 60000012 | 45/12/12 | |
| 000013 | SHARON | JAMES | 30034217 | 63/05/26 | |
| 000014 | SHARON | JAMES | 30034217 | 63/05/26 | |
| 000015 | SUSAN | JAMIESON | 30000217 | 64/02/29 | |
| 000016 | HELEN | JOHNSON | 30000544 | 58/10/23 | |

2. Scroll to the **last** line to be exported, type over the line number with a second **CC**:

```
000044
        PERCIVAL
                        JAMES
                                      30000512 33/08/02
000045
        KEPA
                        MILLAN
                                      60000410 62/10/15
000046
                                      30034602 50/11/12
        GWYNFOR
                        MORGAN
000047
                                      30034651
                                               46/03/14
       NIGEL
                        PALING
                                      60000112
       VITORIANO
                                                28/04/01
000048
                       TEBAR
       FELIPE
                                      60000651 44/02/14
CC0049
                        YNCLAN
000050 Page: 3
                                    Employee List sorted by Department
000051
000052
                                    EMPLOYEES
000053
            FIRST-NAME
                                NAME
                                      PERSONNEL
                                                  DATE
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--
     Help
                End
                      Layou Rfind Fi:C
```

3. Enter either the main command EXPORT CONNECT or EXPORT PC in the command line ====> at the top left of the Editor screen and press Enter.

Proceed as described in the subsection Exporting an Active Report to Con-nect or in Exporting an Active Report to a PC File.

Other Active Report Functions

Adding an Active Report to a Bundle

This function adds an Active Report to an Opened Bundle for one distribution only.

- To add the Report to the Bundle permanently, you must modify the Bundle definition.
 - 1. On the Active Report List screen, enter BU in the two-character command line preceding the Active Report to be added. Press Enter.

The Put Report in Bundle window opens:

| 16:37:33 **** ENTIRE OUTPUT MANAGEMENT *: | | | | : | 2000-1 | 1-15 |
|---|-----|-----|-------|-------|--------|------|
| User ID GHH - Active Report List >Folder #Inbas | cet | . – | | | | |
| | | | | | | |
| Cmd Report created RunNmbr Lines | A | R L | expi | res | Messa | ge |
| h. diede Development 20001117 17:20 10272 121 | _ | | 2001 | 021E | 10272 | |
| bu CHECK_DEVELOPMENT 20001117 17:29 19273 131 | | | | | 192/3 | OK |
| ADABAS-START-JOB 20001029 08:55 21676 360 | | | | | | |
| PRINT-TO-SYSPRINT 20001028 16:17 21675 2531 | | | | | | |
| DEPT-VENT + | | | | + | | |
| DEPT-TECH ! | | | | ! | | |
| DEPT-SYSU ! Put report in bundle | | | | ! | | |
| CHECK_DEVE ! | | | | ! | 19178 | OK |
| CHECK_DEVE ! Report CHECK_DEVELOPMENT No | ım | 192 | 73 | ! | 19155 | OK |
| CHECK_DEVE ! Bundle No | ım | 404 | 0404 | ! | 18758 | OK |
| CHECK_DEVE ! | | | | ! | 18757 | OK |
| CHECK_DEVE ! PF3 Exit | | | | ! | 18755 | |
| CHECK_DEVE + | | | | + | 18756 | OK |
| CHECK_DEVELOPMENT 20001110 09:19 18754 27 | | S | 2001 | 10208 | 18754 | OK |
| CHECK_DEVELOPMENT 20001110 09:18 18753 87 | | S | 2001 | 10208 | 18753 | OK |
| CHECK DEVELOPMENT 20001110 09:18 18752 103 | | | | | 18752 | |
| Top Of Data | | | | | | |
| Command => | | | | | | |
| Enter-PF1PF2PF3PF4PF5PF6PF7PF8I | PF9 | | PF10- | PF1 | 1PF1: | 2 |
| Help Exit Flip - + H | Ext | | < | > | Men | u |

2. Enter the name of the Bundle in which to put the Report and press Enter.

Depending on the setting of the user profile field Restrict Abun, you can either put the report in any bundle or only in a bundle to which you have access. Administrators can put the report in any bundle, regardless of the setting of Restrict Abun.

For more information on user profile settings, refer to the subsection Defining a User in the System Programmer's Documentation.

Field Descriptions: Put Report in Bundle

Report

The name of the Active Report to be put in the Bundle.

Bundle

Enter the name of the Bundle in which to put the Active Report.

Printing an Active Report

- This function prints an Active Report.
 - On the Active Report List screen, enter PR in the two-character command line preceding the Report to be printed. Press Enter.

The Printer Selection List window opens:

| | | ENTIRE OUTPUT MANAGEMENT **** | 2000-11-15 |
|----------------------|-----|------------------------------------|------------|
| User ID GHH - ACT | ! | - Printer Selection List - | + ! |
| Cmd Report | ! | | ! |
| | ! | Select with any character | ! |
| pr CHECK_DEVELOPMENT | ! . | | ! 5 |
| ADABAS-START-JOB | ! . | _ DISKMVS | ! 5 |
| PRINT-TO-SYSPRINT | ! . | _ DAEPRT12 | ! 5 |
| DEPT-VENT | ! . | _ DAEPRT14 DC Group Printer | ! |
| DEPT-TECH | ! . | _ DAEPRT45 Rm. 229 | ! |
| DEPT-SYSU | ! . | _ MRSCNTO Print to Connect CON | ! |
| CHECK_DEVELOPMENT | | MRSCNT1 Print to Connect CON | ! 3 |
| CHECK_DEVELOPMENT | ! . | NOM141T1 Test printer 1 in Rm. 116 | ! 3 |
| CHECK_DEVELOPMENT | ! . | NOM211-R test NOM211-M | ! 8 |
| CHECK_DEVELOPMENT | ! . | _ SYSPOWER | ! 8 |
| CHECK_DEVELOPMENT | ! . | _ SYSPRBS2 | ! 8 |
| CHECK_DEVELOPMENT | ! | | ! 8 |
| CHECK_DEVELOPMENT | ! | Hold Printout $_$ (Y/N) | ! 8 |
| CHECK_DEVELOPMENT | ! | Copies | ! 8 |
| CHECK_DEVELOPMENT | ! | | ! 8 |
| Top Of Data | | PF3 Exit PF7 Up PF8 Down | ! |
| Command => | | | ! |
| Enter-PF1PF2PF3 | ! T | op Of Data | ! |
| Help Exit | + | | + |

Only those printers are listed which are PUBLIC or for which the User is authorized (see the subsection Adding a User to an Authorization List). The printers on which the Active Report is usually printed are **highlighted**.

Field Descriptions: Printer Selection List

• Hold Printout

Enter **Y** to place Printout in HOLD status.

Selecting a Printer

- To select a printer on which to print an Active Report
 - 1. Enter any character in the one-character input field preceding the appropriate printer.
 - 2. Press Enter to print the Report immediately.

Distributing an Active Report to Additional Users

This function distributes an Active Report to a User or group of Users on a Distribution List who are not defined in the Distribution Attributes for the Report. For more information, see the subsection Defining Distribution Attributes.

• On the Active Report List screen, enter DS in the two-character command line preceding the Active Report you want to distribute. Press Enter.

The Distribute Report to User window opens for the Active Report you selected:

```
16:14:19
                                                                           **** ENTIRE OUTPUT MANAGEMENT ****
                                                                                                                                                                                                                                                2000-11-15
   User ID GHH
                                                                  - Active Report List >Folder #Inbasket
   Cmd Report
                                                                                                              Mail Date/Time Description
     ds CHECK_DEVELOPMENT

__ CHECK_DEVELOPMENT

                CHECK_DEVELOPM +----+ k Routines for Deve
                CHECK_DEVELOPM !
                                                                                                                                                                                                             ! k Routines for Deve
                CHECK_DEVELOPM ! Distribute report to user
                                                                                                                                                                                                           ! k Routines for Deve
                 CHECK_DEVELOPM !
                                                                                                                                                                                                            ! k Routines for Deve
                 CHECK_DEVELOPM ! User ID ... _____
                                                                                                                                                                                                            ! k Routines for Deve
                 CHECK_DEVELOPM !
                                                                                                                                                                                                            ! k Routines for Deve
                 CHECK_DEVELOPM ! PF3 End
                                                                                                                                                                                                             ! k Routines for Deve
                                                                  !
All
Enter-PF1---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                     Help Exit Flip
                                                                                                                                                                        + Ext. <
                                                                                                                                                                                                                                                                Menu
```

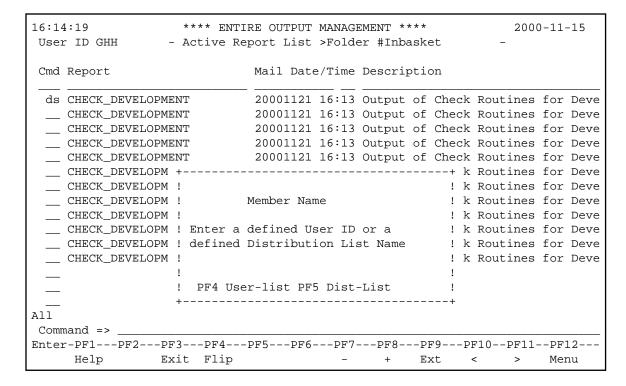
Field Descriptions: Distribute Report to User window

• User ID

Enter the User ID of the additional User to whom the Active Report is being distributed. Press Enter to distribute the Active Report to the User.

- To select a User or group of Users on a Distribution List
 - Enter a question mark? in this field and press Enter.

The Member Name window opens:



This window enables you to display a list of all individual Users and all Distribution Lists to receive the Report.

Special PF Key Assignments: Member Name

| PF Key | Function | Explanation |
|--------|-----------|---|
| PF4 | User-List | Display a list of all Users. |
| PF5 | Dist-List | Display a list of all Distribution Lists. |

Selecting an Additional User to Receive a Report

To select a single User to receive a Report

1. Press PF4 (User-List) in the Member Name window.

The User Selection List window opens:

| Us +- | | | | + | et. | _ | | |
|-------|------|----------|------------------------------|---|-------|----------|-----|------|
| ! | | U | ser Selection List | ! | | | | |
| Cm ! | | | | ! | on | | | |
| ! | M | User | Name | ! | | | | |
| d ! | _ | | | ! | Check | Routines | for | Deve |
| _ ! | _ | AAARDF | Vark, Joe | ! | Check | Routines | for | Deve |
| _ ! | _ | AUTOPRNT | Printouts, Automatic | ! | Check | Routines | for | Deve |
| _ ! | _ | BDE | Dreesen, Hardy | ! | Check | Routines | for | Deve |
| _ ! | _ | DBA | TEST, DBA | ! | | Routines | - | |
| _ ! | _ | DRO | Ross, Dellaf | ! | | Routines | | |
| _ ! | _ | EORMON | - Monitor, Entire Operations | | | Routines | _ | |
| _ ! | _ | EST | Stich-Foit, Elfriede | | | Routines | _ | |
| _ ! | _ | FHI | Hildebrandt, Frank | ! | | Routines | _ | |
| _ ! | _ | FHI2 | Hildebrandt, Frank | ! | | Routines | - | |
| _ ! | _ | FOE | Foerstermann, Jutta | ! | | Routines | | |
| _ ! | | | | ! | ! k | Routines | for | Deve |
| _ ! | | Sele | ct With Any Character | ! | ! | | | |
| _ ! | | | | ! | ! | | | |
| | | | Up PF8 Down | ! | + | | | |
| 7111 | | | | + | | | | |
| Comma | | | | | | | | |
| | | | PF4PF5PF6PF7PF8 | | | | | |
| | Help | Exi | t Flip - + | | Ext · | < > | Mer | nu |

This window displays a list of all Users defined for your Entire Output Management system.

2. Select a User from the User Selection List window by entering any character in the one-character input field preceding the User ID to be added and pressing Enter.

The User ID is written to the User ID field of the Distribute Report to User window.

- To distribute the Active Report to the Inbasket Folder of the additional User
 - Press Enter again.

This User can then browse and print the Report. You can also restrict the User's view of the Report by modifying the Report Layout. For more information, see the subsection Modifying the Layout of an Active Report.

Selecting an Additional Distribution List to Receive a Report

- To select an additional group of Users on a Distribution List to receive a Report
 - 1. Press PF5 (Dist-List) in the Member Name window.

The Distribution List Selection window opens:

| 16:24:4 Use +- | .9 | **** ENTIRE | OUTPUT MAN | | | | \+ | 20 | 000-11 | -15 |
|-------------------|--------------|--------------|------------|---|--------|------|-------|---------|--------|------|
| Use T- | | | | + | #11100 | 15NC | = L | _ | | |
| Cmd! | Distribution | List Select | ion | ! | escri | otio | on | | | |
| ! | | | | ! | | | | | | |
| ds! | M | List | | ! | utput | of | Check | Routine | s for | Deve |
| ! | _ | | | ! | utput | of | Check | Routine | es for | Deve |
| ! | _ | LIST-1 | | ! | utput | of | Check | Routine | es for | Deve |
| ! | - | NOM141 | | ! | utput | of | Check | Routine | es for | Deve |
| ! | _ | NOM211 | | ! | utput | of | Check | Routine | es for | Deve |
| ! | _ | STEVELST | | ! | | | + k | Routine | es for | Deve |
| ! | _ | TSTLIST1 | | ! | | | ! k | Routine | es for | Deve |
| ! | _ | TSTLIST3 | | ! | | | ! k | Routine | es for | Deve |
| ! | _ | XSISZH | | ! | | | ! k | Routine | s for | Deve |
| ! | _ | | | ! | r a | | | Routine | | |
| ! | _ | | | ! | Name | | ! k | Routine | es for | Deve |
| ! | _ | | | ! | | | ! k | Routine | es for | Deve |
| ! | | | | ! | | | ! | | | |
| ! | Select wit | th any chara | cter | ! | ist | | ! | | | |
| ! | | | | ! | | | + | | | |
| All ! | PF3 Exit PF' | 7 Up PF8 Do | wn | ! | | | | | | |
| Com ! | | | | ! | | | | | | |
| Ente +- | | | | + | -PF8 | PI | 79F | F10PF | 1PF | 12 |
| Н | [elp Ex: | it Flip | | _ | + | Ez | ĸt | < > | M∈ | enu |

This window displays a list of all Distribution Lists defined for your Entire Output Management system.

2. Select a Distribution List by entering any character in the one-character field preceding the name of the Distribution List to receive the Report and pressing Enter.

The Distribution List name is written to the User ID field of the Distribute Report to User window.

- To distribute the Active Report to the Inbasket Folder of the additional Users on the Distribution List
 - Press Enter again.

All these Users can then browse and print the Report. You can also restrict the Users' view of the Report by defining a Report Layout for the Distribution List. For more information, see the subsection Modifying the Layout of an Active Report.

Listing Users Connected to an Active Report

- This function lists all Users to whom an Active Report is distributed.
 - On the Active Report List screen, enter US in the two-character command line preceding the Report for which Users are to be listed. Press Enter.

The Users Connected to Report window opens:

```
2000-11-15
16:01:52
              **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH - Active Report List >Folder #Inbasket -
    +-----
          - Users Connected To Report -
CHECK_DEVELOPMENT
                                                       ! s
Cmd Rep !
 ___!
                                                       ! __
                                                       ! 15
 us CHE !
 __ CHE ! User ID Lastname, Firstname
                                               Message
                                                       ! 15
   CHE !
   XSI ! FHI Hildebrandt, Frank
   XSI!
   XSI !
                                                       !
   CHE !
                                                       ! 13
                                                       ! 13
   CHE!
                                                       ! 08
   CHE!
   CHE!
                                                       ! 08
   CHE!
                                                       ! 08
   CHE!
                                                       ! 08
   CHE ! All
                                                       ! 08
  CHE !
                                                       ! 08
   CHE!
Top Of D ! PF3 = Exit PF7 = Up PF8 = Down
Command +----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF8---PF9---PF10--PF11--PF12---
            Exit Flip
                                    + Ext <
                                                      Menu
```

This window lists all Users who receive the Report, whether they are in the Distribution List or have been selected with the DS line command.

Deleting an Active Report

To delete an active report

1. On the Active Report List screen, enter DE in the two-character command line preceding the Active Report to be deleted and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Active Report again.

2. Type the Report name in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

Note:

If the Active Report is in the archive, this command marks it for deletion.

The Active Report is deleted from the archive on the following day. (owner only)

Archiving an Active Report

This function marks an Active Report for archiving or cancels the archiving flag. An Active Report marked for archiving is archived the next time the Archiving task is active.

To archive an active report

• On the Active Report List screen, enter AR in the two-character command line preceding the Report to be marked for archiving or whose archiving flag is to be cancelled. Press Enter to mark the Report or cancel the archiving flag.

Reviving an Archived Report

This function marks an Active Report for reviving or cancels the reviving flag. An Active Report marked for reviving is revived the next time the Reviving task is active. The Report is restored to the list of Active Reports on the Active Report List screen.

To revive an archived report

• On the Active Report List screen, enter RV in the two-character command line preceding the Report to be marked for reviving or whose reviving flag is to be cancelled. Press Enter to mark the Report or cancel the reviving flag.

When reviving an active report, specify the location to which it should be revived (**S**pool, **D**atabase or Connect) and, optionally, a bundle to which the active report will be added when it is revived.

If you enter the name of the bundle the report is added to an open active bundle at revive time. If there is no open active bundle, one is created if a master bundle with the same name exists.

If there is no master bundle of the given an error message will be displayed.

Confirming Print of an Active Report

This function releases an Active Report for printing. The Report is printed only when all target Users have confirmed by issuing this command. The Report must be defined with the C option in the Hold Logic field of the Report Definition - Printing Attributes screen.

To confirm print of an active report

• On the Active Report List screen, enter CP in the two-character command line preceding the Report to be released for printing. Press Enter to confirm.

For more information about the Hold Logic field, see the appropriate field description under the heading Field Descriptions: Report Definition - Printing Attributes.

Filing an Active Report

This function enables you to take an Active Report filed in your current Folder and file it in another Folder.

To file an active report

1. On the Active Report List screen, enter FI in the two-character command line preceding the Report to be filed and press Enter.

The File Active Report window opens:

| 15:57: Usei | :18 r ID GHH | **** ENTIF | | _ | | | 200 | 00-11-15 |
|----------------|-----------------|------------|----------|---------|-----------|-------|-------|----------|
| Cmd | Report | | created | | RunNmbr | Lines | A R L | expires |
| fi | CHECK_DEVELOPM | MENT | 20001117 | 17:29 | 19273 | 131 | S | 20010215 |
| | CHECK_DEVELOP | + | | | | | | + 215 |
| | CHECK_DEVELOP | | | | | | | ! 215 |
| | ADABAS-START- | ! | - Fi | le Act: | ive Repoi | ct - | | ! |
| | ADABAS-START- | ! | | | | | | ! |
| | ADABAS-START- | ! Report | | | | | | ! |
| | CHECK_DEVELOP | ! Name | | CHECK_ | _DEVELOPM | MENT | | ! 213 |
| | CHECK_DEVELOP | ! Run ni | umber | 19273 | | | | ! 213 |
| | CHECK_DEVELOP | ! | | | | | | ! 208 |
| | CHECK_DEVELOP | ! To Folde | er | | | | | ! 208 |
| | CHECK_DEVELOP | ! | | | | | | ! 208 |
| | CHECK_DEVELOP | | | | | | | ! 208 |
| | CHECK_DEVELOP | | | | | | | |
| | CHECK_DEVELOPM | TNAM | 20001110 | 09:18 | 18753 | 87 | S | 20010208 |
| | CHECK_DEVELOPM | TNAM | 20001110 | 09:18 | 18752 | 103 | S | 20010208 |
| _ | Of Data | | | | | | | |
| | mand => | | | | | | | |
| Enter | r-PF1PF2F | | | | | | | |
| | Help E | Exit Flip | | - | + | Ext < | > | Menu |

2. Enter the name of the Folder in which the Active Report is to be filed in the To Folder field and press Enter.

The Active Report now appears in the new Folder. If the Folder to which the Active Report is filed is a link to the Folder of another user, the Report is copied. If it is one of your own Folders, the Report is moved.

Displaying the Report Definition of an Active Report

- This function displays the Report definition which generated the Active Report.
 - On the Active Report List screen, enter DD in the two-character command line preceding the Active Report for which you want to display the Report definition. Press Enter.

The Report Definition >General Attributes screen appears for the Report you selected:

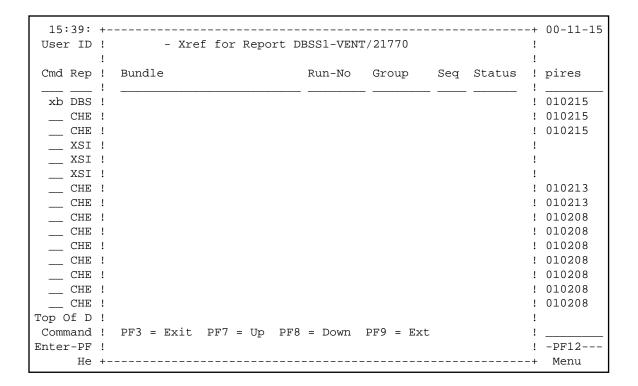
| 17:55:03 **** ENTIRE OUTPUT MANAGEMENT **** User ID GW - Report Definition >General Attributes - | 2000-11-15 |
|---|--------------|
| Report Name | |
| Keywords | |
| Master Owner MRS Store in NOM DB Y | |
| Archive directly N | |
| Retention Report Archive Revive Number 7 Unit A _ _ Calendar _ _ _ Action P | |
| Command => | PF11PF12 |
| Help Add Exit Flip Ident Print Dist Separ | |

For further information, see the subsection Defining General Attributes.

Displaying Cross Reference Information for an Active Report

- The Xref Cross Reference function displays a list of all the Bundles in which the Report is contained.
 - On the Active Report List screen, enter XB in the two-character command line preceding the Report to be cross referenced and press Enter.

The Xref for Report window opens:



Column Headings: Xref for Report

• Bundle

Name of the Bundle in which the Report is contained.

• Run-No

Internal Report identification.

Group

Group identifier assigned to the Report in the Bundle.

Seq

Sequence number assigned to the Report in the Bundle.

• Status

Bundle status.

• Printer

Logical Printer assigned to the Report in the Bundle.

Using Active Bundles

This section covers the following topics:

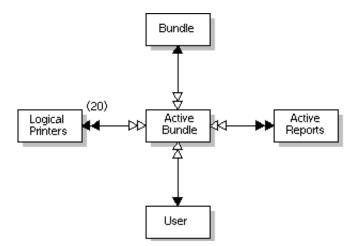
- What is an Active Bundle?
- Invoking the Active Bundles Screen
- Switching Screen Layout for Active Bundles
- Listing Active Bundle Contents
- Browsing an Active Report Contained in a Bundle
- Deleting an Active Report Contained in a Bundle
- Modifying Characteristics of an Active Report Contained in a Bundle
- Modifying an Active Bundle
- Printing Attributes of Active Bundles
- Displaying Information on Active Bundles
- Archiving an Active Bundle
- Closing an Active Bundle
- Deleting an Active Bundle
- Displaying Log Information for an Active Bundle
- Printing an Active Bundle
- Reviving an Active Bundle

What Is an Active Bundle?

An Active Bundle is a group of Active Reports collected from different jobs or SYSOUT data sets and generated by the Bundle definition.

An Active Bundle is printed and distributed as one unit.

Object relationship diagram



Invoking the Active Bundles Screen

To select Active Bundles

1. Enter 6 in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Bundles screen will take the following form:

| 12:18:33 User ID GHH | **** ENTIRE - Act | OUTPUT MAI | - | T **** 2000-11- | 15 |
|-------------------------|-------------------|------------|-------|------------------------|----|
| Cmd Bundle | S | Status | Reps | Coord-ID | |
| NEWBUN | | opened | 3 | UKSJU | |
| DEP-VENT | 0 | open | 2 | MRS | |
| UKSJUBUN | C | closed | 2 | UKSJU | |
| NEWBUN | С | closed | 15 | UKSJU | |
| NEWBUN | С | closed | 110 | UKSJU | |
| UKSJUBU2 | C | closed | | UKSJU | |
| NEWBUN | C | closed | 9 | UKSJU | |
| DEP-TECH | 0 | open | 2 | MRS | |
| NEWBUN | C | closed | 238 | UKSJU | |
| NEW-BUNDLE | С | closed | 3 | XSISGG | |
| UKSJUBUN | P | forced | | UKSJU | |
| UKSJUBUN | C | closed | 10 | UKSJU | |
| UKSJUBUN | C | closed | 80 | UKSJU | |
| UKSJUBUN | C | closed | 50 | UKSJU | |
| Top Of Data | | | | | |
| Command => | | | | | |
| Enter-PF1PF2PF | 3PF4PF5 | -PF6PF' | 7PF8- | PF9PF10PF11PF12- | |
| Help Ex. | it Flip < | > - | + | Mastr Rfrsh SwLay Menu | |

2. Press PF6 to display further data (right half of Active Bundles list):

```
13:36:11
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                                 2000-11-15
 User ID GHH
                              - Active Bundles -
                               S Open Date/Time Close Date/Time Message
 Cmd Bundle
                               0 20001117 13:56
  __ NEWBUN
  __ DEP-VENT
                              0 20001117 13:56
  __ UKSJUBUN
                              C 20001117 13:56 20001120 08:48
  __ NEWBUN
                              C 20001117 09:15 20001117 09:15
  __ NEWBUN
                              C 20001026 11:50 20001116 15:54 no Printer
  __ UKSJUBU2
                              C 20001025 12:54 20001025 13:03
  __ NEWBUN
                              C 20001011 11:13 20001011 12:21 no Printer
  __ DEP-TECH
                              0 20001002 16:22
                                                              no Printer
  __ NEWBUN
                              C 20000904 16:03 20001011 11:07 no Printer
  __ NEW-BUNDLE
                              C 20000829 10:37 20000908 13:23
  __ UKSJUBUN
                              P 20000622 16:05
  __ UKSJUBUN
                              C 20000510 18:11 20000512 00:04
  __ UKSJUBUN
                              C 20000509 11:10 20000510 18:07
  __ UKSJUBUN
                              C 20000508 11:04 20000509 10:49
  __ UKSJUBUN
                              C 20000505 17:28 20000507 00:02
Top Of Data
 Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip < > - + Mastr Rfrsh SwLay Menu
```

3. PF5 takes you back to the main data screen. By pressing PF21 (Ext), you can toggle to short names display. Then the Active Bundles screen will take the following form:

```
13:41:33
                  **** ENTIRE OUTPUT MANAGEMENT ****
                                                          2000-11-15
User ID GHH
                          - Active Bundles -
            S Status Reps Coord-ID Open Date/Time Close Date/Time Message
 Cmd Bundle
                                20001117 13:56
 __ NEWBUN
            O opened 3 UKSJU
  __ DEP-VENT O opened 2 MRS
                                20001117 13:56
 __ UKSJUBUN C closed 2 UKSJU 20001117 13:56 20001120 08:48
 __ NEWBUN
           C closed 15 UKSJU 20001117 09:15 20001117 09:15
   NEWBUN C closed 110 UKSJU 20001026 11:50 20001116 15:54 no Printer
   NEWBUN C closed 9 UKSJU 20001011 11:13 20001011 12:21 no Printer
   DEP-TECH O opened 183 MRS
                               20001002 16:22
                                                           no Printer
           C closed 238 UKSJU 20000904 16:03 20001011 11:07 no Printer
   NEWBIIN
   NEW-BUND C closed 3 XSISGG 20000829 10:37 20000908 13:23
   _ UKSJUBUN P forced
                      UKSJU
                                20000622 16:05
 ___ UKSJUBUN C closed 5 UKSJU2 20000510 18:11 20000512 00:04
 __ UKSJUBUN C closed 10 UKSJU
                                20000509 11:10 20000510 18:07
                                20000508 11:04 20000509 10:49
 __ UKSJUBUN C closed 80 UKSJU
   UKSJUBUN C closed 50 UKSJU
                                20000505 17:28 20000507 00:02
Top Of Data
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip
     Help
                                               Mastr Rfrsh SwLay Menu
```

These screens allow you to perform various functions on Bundles and list all Bundles processed by Entire Output Management and their status. The Bundles are listed in descending order according to their creation date.

Depending on the setting of the user profile field Restrict Abun, you will either see all bundles, with those to which you have access highlighted, or only those bundles to which you have access. You can only enter commands against bundles to which you have access. Administrators have access to all bundles, regardless of the setting of Restrict Abun.

PF Key Assignments: Active Bundles

| PF Key | Function | Explanation |
|--------|----------|---|
| PF5 | < | Display right half of the screen. |
| PF6 | > | Display left half of the screen. |
| PF9 | Maste | List all Master Bundles (Bundle Maintenance screen) |
| PF10 | Rfrsh | Refresh Active Bundles screen. |
| PF11 | SwLay | Toggle between General User and Administrator layout. |
| PF21 | Ext | Toggle between display of long and short report/bundle names. |

Switching Screen Layout for Active Bundles

- To switch between the Active Bundles screen (Administrator Layout) on the previous page and the Active Bundles screen (General User) below
 - 1. Press PF11 (SwLay).

The Administrator Layout for the Active Bundles screen on the previous page displays Reports, Coordinator ID, and Open and Close Date/Time information.

The General User Layout for the Active Bundles screen, below, displays a Description of the Active Bundles.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Bundles screen in the general user layout takes the following form:

```
14:01:19
                   **** ENTIRE OUTPUT MANAGEMENT ****
                                                               2000-11-15
 User ID GHH
                             - Active Bundles -
 Cmd Bundle
                              S Status Reps Description
                                                                 Message
  __ NEWBUN
                                         3 Created by UKSJU-TEST-
                              0 opened
  __ DEP-VENT
                              0 opened
                                         2
                                       2 STEVE'S BUNDLE
  __ UKSJUBUN
                              C closed
  __ NEWBUN
                              C closed 15 Created by UKSJU-TEST-
  __ NEWBUN
                             C closed 110 Created by UKSJU-TEST- no Printer
  __ UKSJUBU2
                                       Created by UKSJU-SEP-B
9 Created by UKSJU-TEST- no Printer
                             C closed
  __ NEWBUN
                             C closed
  __ DEP-TECH
                             O opened 183 Created by #FHITST no Printer
  __ NEWBUN
                             C closed 238 Created by UKSJU-TEST- no Printer
  __ NEW-BUNDLE
                             C closed 3 Test bundle for checki
  __ UKSJUBUN
                            P forced
                                          STEVE'S BUNDLE
                            C closed 5 STEVE'S BUNDLE
  __ UKSJUBUN
  __ UKSJUBUN
                            C closed 10 STEVE'S BUNDLE
  __ UKSJUBUN
                            C closed 80 STEVE'S BUNDLE
  __ UKSJUBUN
                             C closed 50 STEVE'S BUNDLE
Top Of Data
 Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip - + Mastr Rfrsh SwLay Menu
```

2. By pressing PF21 (Ext), you can toggle to short names display.

Then the Active Bundles screen in the general user layout will take the following form:

```
**** ENTIRE OUTPUT MANAGEMENT ****
14:04:01
                                                                     2000-11-15
  User ID GHH
                                - Active Bundles -
  Cmd Bundle S Status Reps Description
                                                                       Message
   ___ NEWBUN O opened 3 Created by UKSJU-TEST-DB
   __ DEP-VENT O opened
                           2
  ____UKSJUBUN C closed 2 STEVE'S BUNDLE
  __ NEWBUN C closed 15 Created by UKSJU-TEST-DB
  ___ NEWBUN   C closed 110 Created by UKSJU-TEST-DB
                                                                       no Printer
  UKSJUBU2 C closed Created by UKSJU-SEP-BUN
NEWBUN C closed 9 Created by UKSJU-TEST-DB
DEP-TECH O opened 183 Created by #FHITST
                                                                       no Printer
                                                                       no Printer
                                                                       no Printer
   __ NEWBUN C closed 238 Created by UKSJU-TEST-DB
   __ NEW-BUND C closed 3 Test bundle for checking bundle functio
                           STEVE'S BUNDLE
   __ UKSJUBUN P forced
   __ UKSJUBUN C closed 5 STEVE'S BUNDLE
   __ UKSJUBUN C closed 10 STEVE'S BUNDLE
   __ UKSJUBUN C closed 80 STEVE'S BUNDLE
   ___ UKSJUBUN C closed 50 STEVE'S BUNDLE
Top Of Data
  Command =>
 Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
       Help
                   Exit Flip
                                            - + Mastr Rfrsh SwLay Menu
```

3. Press PF11 again to return to the previous layout.

Available Line Commands: Active Bundles

| Command | Meaning |
|---------|--|
| AR | Mark all Reports in an Active Bundle for archiving. |
| CL | Close an Active Bundle. The Bundle can accept no more Reports. A new version of the Bundle is opened for additional Reports. |
| DE | Delete an Active Bundle. Only control information is deleted. The Active Reports contained in the Bundle are not deleted. |
| DI | Display Active Bundle parameters. |
| IN | Display additional information on an Active Bundle. |
| LO | Display log information for an Active Bundle. |
| МО | Modify Active Bundle. Note that modifications hold only for this current copy of the Bundle and do not affect the Bundle definition. Modification can be done only when Bundle status = Opened. |
| PR | Print an Active Bundle. The Bundle is forced to print no matter what was defined to control printing. This command can be entered only if Bundle status = Opened. |
| RP | List Reports contained in an Active Bundle. A list of Reports is displayed to allow browsing of Active Reports or deletion of the Active Report from this Bundle. |
| RV | Mark all Reports in an Active Bundle for reviving. |

Column Headings: Active Bundles

• Cmd

Enter a two-character line command.

• Bundle *

Bundle name. Enter selection criteria for the Bundle name.

The effect of selection by bundle name wildcard depends on the setting of the user profile field Abun List Format. If this is set to 1, wildcard bundle selection results in a pop-up window of matching bundle names, from which you can select one. If you are not an administrator, you may only select bundles to which you have access, or those with Public authorization.

In the pop-up window, use PF10 to toggle between your own and Public authorization. If Abun List Format is set to 2, a list of all matching bundles is presented. An Abun List Format of 1 is likely to generate fewer database accesses.

• Status *

Enter selection criteria for Bundle status:

- O Closed Bundle can accept no additional Reports.
- Forced Bundle forced to print when retention period expires.
- Opened Bundle is open and contains Reports.
- Printing Bundle is being printed.

Reps

Number of Reports in the Bundle.

Coord-ID *

User ID of the Bundle Coordinator. For more information, see the subsection Selecting a Bundle Coordinator.

• Description

A short description of the Bundle appears here, when you press PF11 (SwLay).

Press PF11 again to return to the previous layout. For more information, see the subsection Switching Screen Layout for Active Bundles.

• Open Date/Time

Date and time the Bundle was opened.

• Close Date/Time

Date and time the Bundle was printed.

Message

Indicates why the Bundle cannot be printed. For example, if no printer has been assigned, the message **No Printer** appears here.

Listing Active Bundle Contents

- This function lists all Active Reports contained in the Bundle.
 - 1. On the Active Bundles screen, enter RP in the two-character command line preceding the Bundle for which Active Reports are to be listed. Press Enter.

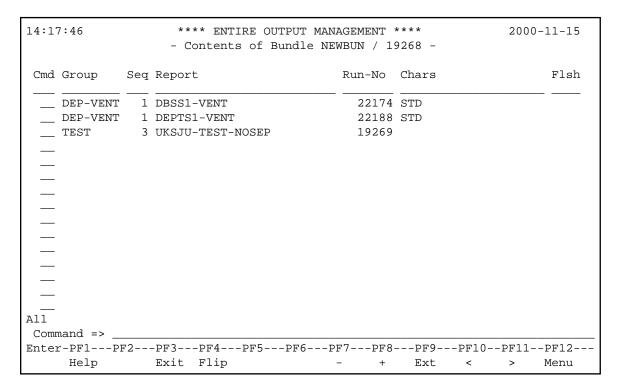
If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Contents of Bundle screen will take the following form:

| 14:10:57 | | **** ENTIRE OUTP | | | | 2000 |)-11-15 |
|----------------------------|-----|------------------|----------|--------|------|-------|---------|
| Cmd Group | Seq | Report | Run-No | Lines | | | |
| DEP-VENT | 1 | DBSS1-VENT | 22174 | 55 | 51 | | |
| DEP-VENT | 1 | DEPTS1-VENT | 22188 | | | | |
| TEST | 3 | UKSJU-TEST-NOSEP | 19269 | 36 | 56 | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| — — — — — — | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| _ | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| All | | | | | | | |
| Command => _ | | | | | | | |
| Enter-PF1P | F2 | -PF3PF4PF5P | F6PF7PF8 | PF9 | PF10 | PF11- | PF12 |
| Help | | Exit Flip | - + | Ext | < | > | Menu |

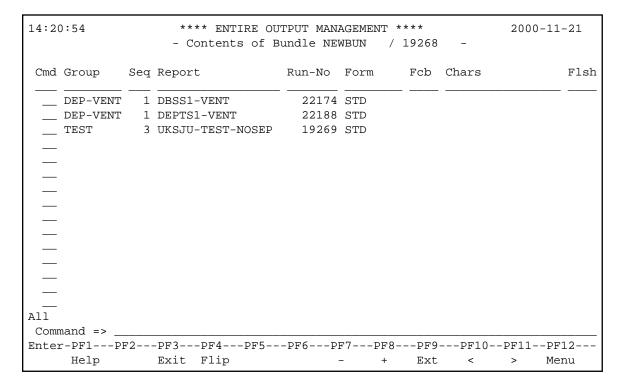
2. Press PF11 to display further data of an active bundle. The following screens will appear:

```
14:15:22
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                                  2000-11-15
                   - Contents of Bundle NEWBUN / 19268 -
Cmd Group
             Seq Report
                                           Run-No Form
                                                            Fcb
  __ DEP-VENT
               1 DBSS1-VENT
                                             22174 STD
 __ DEP-VENT
               1 DEPTS1-VENT
                                             22188 STD
 __ TEST
               3 UKSJU-TEST-NOSEP
                                             19269 STD
All
Command =>
Enter-PF1---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                 Exit Flip
     Help
                                                     Ext
                                                                       Menu
```

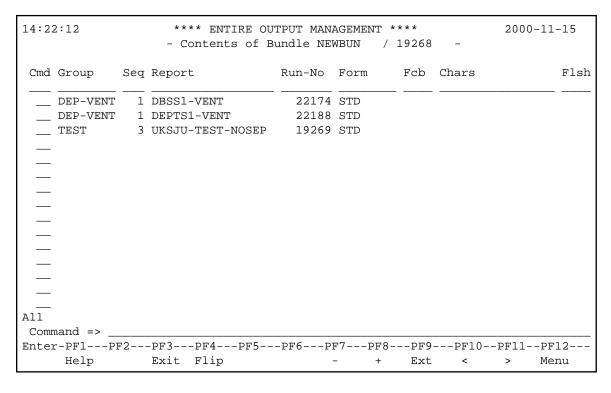
and



- 3. By pressing PF10 (<) you can move this screen to the left again.
- 4. By pressing PF9 (Ext) you can toggle to short names display. Then the Contents of Bundle screen will take the following form:



5. and the remaining data (right half) by pressing PF11:



These screens list all Active Reports contained in the Bundle.

PF Key Assignments: Bundle Contents

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | Ext | Toggle between display of long and short report/bundle names. |
| PF10 | < | Shift screen to the left. |
| PF11 | > | Shift screen to the right. |

Available Line Commands: Bundle Contents

| Command | Meaning |
|---------|---------------------------------------|
| BR | Browse Active Report contents. |
| DE | Delete Active Report contents. |
| МО | Modify Active Report characteristics. |

Column Headings: Bundle Contents

• Cmd

Enter a two-character line command and press Enter to invoke the command.

• Group

The name of the group in which the Report is to be printed. Groups of Reports in a Bundle are printed in **alphabetical order**.

Seq

The sequential number of the Report in the Bundle. The Reports are printed in this sequence **within the same Group**.

Report

Name of the Active Report contained in the Active Bundle.

• Run-No

Unique number identifying the Active Report.

Lines

Number of lines in the Active Report.

• Form

Corresponds to the FORM JCL parameter.

Fch

Corresponds to the FCB JCL parameter.

Chars

Corresponds to the CHARS JCL parameter.

Flsh

Corresponds to the FLASH JCL parameter.

Browsing an Active Report Contained in a Bundle

To browse an active report contained in a bundle

• On the Bundle Contents screen enter BR in the two-character command line preceding the Active Report to be browsed and press Enter.

The Software AG Editor is invoked and the Active Report you have selected appears on the screen.

ISPF-like local commands enable you to view the Active Report. For more information, see the subsection Browsing an Active Report with the Software AG Editor.

Deleting an Active Report Contained in a Bundle

- To delete an active report contained in a bundle
 - On the Bundle Contents screen enter DE in the two-character command line preceding the Active Report to be deleted and press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the name of the Active Report again.

• Type the Active Report name in the input field provided and press Enter.

A message confirms:

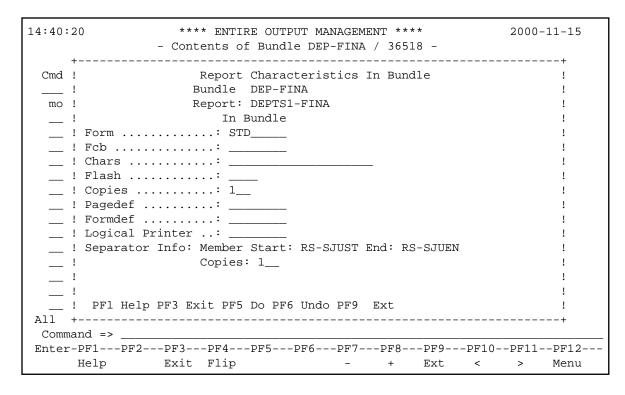
Object deleted

Note: A report deleted in an active bundle remains still available as an Active Report.

Modifying Characteristics of an Active Report Contained in a Bundle

- To modify characteristics of an active report contained in a bundle
 - On the Bundle Contents screen enter MO in the two-character command line preceding the Active Report whose characteristics are to be modified and press Enter.

The Report Characteristics in Bundle window opens which enables you to modify the Report characteristics:



Field Descriptions: Report Characteristics in Bundle and JES - OS/390 only

Form

Enter the name of the form on which to print.

This corresponds to the FORM JCL parameter (system printers only).

Fcb

Enter the Forms Control Buffer.

This corresponds to the FCB JCL parameter (**system printers only**).

Chars

Enter one or more 4-byte character set names.

This corresponds to the CHARS JCL parameter (system printers only).

Flash

Corresponds to the FLASH JCL parameter.

Copies

Enter the number of copies to print.

Pagedef

If printing on an IPDS system printer, enter the PAGEDEF JCL parameter.

• Formdef

If printing on an IPDS system printer, enter the FORMDEF JCL parameter.

• Logical Printer

Enter the name of the Logical Printer to be used.

Separator Info

Member Start

Enter the name of the separator to be printed at the beginning of the Report.

End

Enter the name of the separator to be printed at the end of the Report.

Copies

Enter the number of separator copies to be printed.

Modifying an Active Bundle

To modify an active bundle

• On the Active Bundles screen, enter MO in the two-character command line preceding the Active Bundle you want to modify and press Enter.

The Active Bundle > General Attributes screen appears for the Bundle you have selected:

```
14:45:57
                  **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID GHH
                   - Active Bundle>General Attributes -
Bundle
   Name ..... DEP-VENT
   Run number ..... 21717
Created ..... 2000-11-17 13:56
Coordinator ID ..... MRS____
Print events
   Time schedule..... 00-01-02 00:00__
   Lines exceeded ....
   Report arrival ....
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
               Exit Flip Do
                                Undo
                                                Print
```

PF Key Assignments: Active Bundles

| PF Key | Function | Explanation | | |
|--------|----------|----------------------------|--|--|
| PF9 | Print | Modify Printing Attributes | | |

Field Descriptions: Active Bundle > General Attributes

Bundle

Name

Bundle name

• Run number (cannot be modified)

Internal sequence number

• **Created** (cannot be modified)

Date and time when first Active Report arrived for this Bundle.

Coordinator ID

Enter the User ID of the person who is responsible for this Bundle.

If you make no entry here, your User ID is automatically written to this field.

(The coordinator's name, address and telephone number can be printed at the top of the front page of the Bundle separator, if so desired.) For more information, see the subsection Selecting a Bundle

Coordinator.

Printer events

• Time schedule

The print time is computed at an open time based on the defined time schedule. If 00-01-02 00:00 appears here, it means that no time trigger is in effect.

• Lines Exceeded

When the Report that causes this line number to be exceeded has been written to the Bundle, the Bundle is closed and scheduled for printing.

• Report Arrival

Enter up to 10 Report names here. The Bundle is printed when all these Reports arrive. See the subsection Selecting Reports to Trigger Printing.

Saving Modifications

- You can modify the data displayed by simply entering new data in the input fields.
 - When you have finished modifying the Active Bundle, press Enter to save modifications.

A message confirms that the Bundle has been successfully modified:

```
Record modified
```

• If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

```
\hbox{All modifications committed}
```

Printing Attributes of Active Bundles

- To modify Printing Attributes of an Active Bundle
 - Press PF9 on the Active Bundle > General Attributes screen.

The Active Bundle > Printing Attributes screen appears.

```
08:45:52
                                                           2000-11-15
                   **** ENTIRE OUTPUT MANAGEMENT ****
User ID GHH
                  - Active Bundle>Printing Attributes -
Bundle
   Name ..... DEP-FINA
   Run number ..... 21697
Hold before Print .... Y (Y/N)
Printers..... PRT14LSC _
Copies ..... 1___
Bundle Separator
   Start ..... ___
   End ..... _____
   Copies ..... 1__
Jobcards
   //ELKE
   //STEFAN___
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
              Exit Flip Do
                              Undo
                                               Ext
                                                         Prtr Menu
     Help
```

PF Key Assignments: Printing Attributes of Active Bundles:

| PF Key | Function | Explanation |
|--------|----------|--|
| PF11 | Prtr | Define (up to 20) additional printers. |

To define or modify more than 5 printers

• Press PF11 (Prtr) on the Active Bundles > Printing Attributes screen.

The Active Bundle >Additional Printers screen appears:

```
14:53:31
                   **** ENTIRE OUTPUT MANAGEMENT ****
                                                              2000-11-15
User ID GHH
                    - Active Bundle>Additional Printers -
Bundle
  Name ..... NEWBUN
  Run number ..... 19268
 Printers
         (6-10)....___
 Copies
           (6-10)....
 Printers
           (11-15)....__
 Copies
           (11-15)....
 Printers (16-20).... ___
 Copies
 Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF8---PF9---PF10--PF11--PF12-
                Exit Flip Do
                                 Undo
     Help
                                                  Ext
                                                                   Menu
```

In this screen, you can define up to 20 additional printers.

Field Descriptions: Active Bundle >Additional Printers

• Printers

Specify the names of up to 15 logical printers on which the bundle should be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.

Copies

Specify how many copies should be printed on each printer.

Field Descriptions: Active Bundle > Printing Attributes

Bundle

Name

Bundle name

• Run number (cannot be modified)

Internal sequence number

• Hold Before Print

Enter **Y** to hold Bundle printing until released manually.

Enter N to print Bundle immediately.

Printers

You can enter the names of up to 5 Logical Printers on which to print the Bundle. If printers are specified in the Bundle Defaults (see Printer fields in the System Programmer's Documentation) they appear here. You can delete or change these.

To select a Logical Printer from a list of printers which have already been defined

• Enter a question mark (?) in one of these fields and press Enter.

The Printer Selection List window opens. Up to 15 additional printers may be added using the Additional Printers screen accessed by PF11.

Copies

Enter the number of times the Bundle is to be printed on the respective printers.

• Bundle Separator

If separator values are specified in the Bundle Processing Defaults (see Separator fields of the System Programmer's Documentation), they appear in the (Start) and (End) fields here. You can change or delete these.

○ (Start)

Enter the separator name to be printed at the **beginning** of the Bundle. If this field is omitted, then the standard separator is used.

○ (**End**)

Enter the separator name to be printed at the **end** of the Bundle. If this field is omitted, then the standard separator is used.

(Copies)

Enter the number of Separator Pages to be printed for the Bundle.

Jobcards

Enter the job cards used when Bundle printing is performed with batch jobs. The following substitution variables can be used:

§USER, §BUNDLE

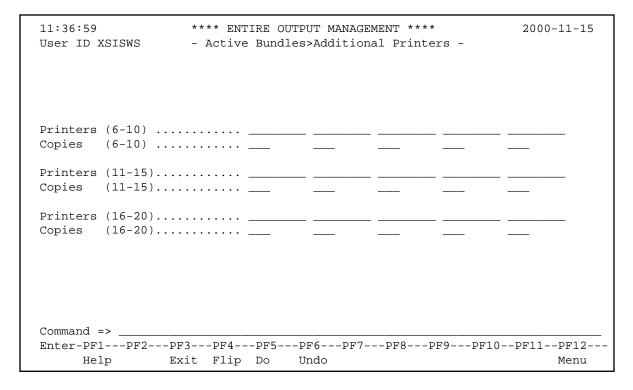
If you leave this field blank, the Jobcards specification for the Logical Printer is used instead.

Defining Additional Printers

To define or modify Printing Attributes

• Press PF11 (Prtr) on the Active Bundle > Printing Attributes screen.

The Active Bundle >Additional Printers screen appears:



This screen is used to define up to 15 additional printers for a Bundle.

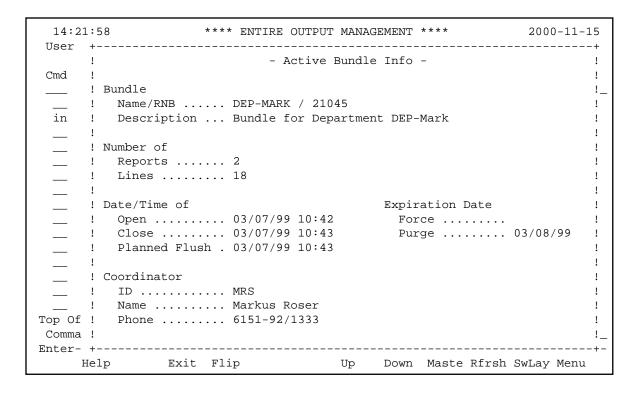
Displaying Information on Active Bundles

This function displays additional information on Active Bundles. This information cannot be modified.

To display information on active bundles

• On the Active Bundles screen, enter IN in the two-character command line preceding the Bundle for which you want to display information. Press Enter.

The Active Bundle Info window opens for the Bundle you selected:



Field Descriptions: Active Bundle Info window

Bundle

Name/RNB

The Bundle name. RNB is the unique internal identifier of the Bundle.

Description

A short description of the Active Bundle.

Number of

Reports

Number of Active Reports contained in the Bundle.

• Lines

Number of lines contained in the Bundle.

Date/Time of

Open

The date and time the Bundle was opened.

Close

The date and time the Bundle was closed.

• Planned Flush

The print time is computed at open time based on the defined time schedule. If 00-01-02 00:00 appears here, it means that no time trigger is in effect.

Expiration Date

Force

The day on which the closing and printing of the Active Bundle is to be forced. This date is computed when the Active Bundle is opened.

It is computed using the Force Flush period defined in the corresponding Bundle definition (see field descriptions for Force Flush under Print Events in the Section Defining a Bundle).

• Purge

The day on which the Active Bundle is to be deleted.

This data is computed when the Active Bundle is closed.

It is computed using the Retention Period in the corresponding Bundle definition (see the field descriptions for Retention Period in the Section Defining a Bundle).

Coordinator

• ID

ID of the Bundle Coordinator.

Name

Name of the Bundle Coordinator.

• Phone

Telephone number of the Bundle Coordinator.

Archiving an Active Bundle

- This function marks an Active Bundle for archiving. The Bundle is archived the next time the Archiving task is active.
 - On the Active Bundles screen, enter AR in the two-character command line preceding the Bundle to be marked for archiving. Press Enter to mark the Bundle.

Closing an Active Bundle

- This function closes an Active Bundle so that it can accept no additional Reports. If additional Reports arrive for the Bundle, a new version of the Bundle is opened to accept them.
 - On the Active Bundles screen, enter CL in the two-character command line preceding the Bundle to be closed. Press Enter to close the Bundle.

The message Closed appears after the Bundle name in the Status column.

Deleting an Active Bundle

- This function deletes an Active Bundle.
 - On the Active Bundles screen, enter DE in the two-character command line preceding the Bundle to be deleted. Press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the name of the Active Bundle again.

• Type the Active Bundle name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying Log Information for an Active Bundle

- This function displays log information for an Active Bundle.
 - On the Active Bundles screen, enter LO in the two-character command line preceding the Bundle for which log information is to be displayed. Press Enter.

The Log Display screen opens for the Bundle selected.

For further details, see the subsection LO - Display Log Information for an Object and the Log Display -Report screen in the Section Using Entire Output Management.

Printing an Active Bundle

- This function prints an Active Bundle.
- On the Active Bundles screen, enter PR in the two-character command line preceding the Active Bundle you want to print and press Enter.

The Printer Selection window opens.

• Select a printer by entering any character in the one-character input field preceding the appropriate printer. Press Enter to print the Bundle.

A message confirms:

Bundle queued for print successfully

Reviving an Active Bundle

This function marks all archived reports in an active bundle to be revived. The reports will be revived the next time the Revive job runs.

To revive an Active Bundle

• On the Active Bundles screen, enter RV in the two-character command line preceding the bundle to be marked for reviving. Press ENTER to mark the bundle.

Printouts

This section covers the following topics:

- What is a Printout in Entire Output Management?
- Listing Printouts
- Modifying General Attributes of a Printout
- Modifying Printer Attributes of a Printout
- Modifying Special Attributes of a Printout
- Deleting a Printout
- Displaying Printout Characteristics
- Putting a Printout in HOLD Status
- Releasing Printout from HOLD Status
- Listing Reports in Bundled Printout
- Resuming a Failed Printout

What is a Printout in Entire Output Management?

A Printout in Entire Output Management is a Report or a Bundle queued for printing upon User request or automatically by the Monitor.

Listing Printouts

The Printout List can be used to monitor the status of Printouts.

To display the Printout List

• Enter 7 in the command line on the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Printout List screen (first part) takes the following form:

```
14:56:49
                          **** ENTIRE OUTPUT MANAGEMENT ****
                                                                                    2000-11-15
 User ID *_____
                                  - Printout List -
 Cmd Object
                                     T PrOutID Printer Lines S Status
                                           553 UKSJUPRT 4633 D printed successful
547 UKSJUVT2 52 D printed successful
546 UKSJUVT2 52 D printed successful
545 UKSJUVTX 52 E Print Task abended
544 UKSJUPRT 7996 E NOM0707 Bundle is
543 UKSJUPRT 4004 H hold
  __ UKSJUBUN
  __ UKSJU-STD1-009
                                     R
  __ UKSJU-STD1-009
                                    R
  __ UKSJU-STD1-009
                                   R
  __ STEVEBUN
                                    В
  __ UKSJUBUN
                                    В
  __ XSISZHA-TEST-1234567890 R 542 HUGO
__ XSISZHA-TEST-1234567890 R 541 HUGO
                                                               103 E Lines exceeded
                                                                 103 H hold
  __ XSISZHA-TEST-1234567890 R 540 HUGO
                                                                 103 E Lines exceeded
  __ XSISZHA-TEST-1234567890 R 539 HUGO
                                                                 103 E Lines exceeded
  __ XSISZHA-TEST-1234567890 R 535 HUGO
                                                                103 E Lines exceeded
                                                                 3 D printed successful
    3 D print

R 533 HUGO 7 E Lines

B 532 UKSJUPRT 3786 H hold

XSISZHA-TEST-1234567890 R 519 HUGO 103 F 7
  __ XSISZHA-TEST-1234567890 R 534 HUGO
__ XSISZHA-TEST-1234567890 R 533 HUGO
                                                                   7 E Lines exceeded
  __ UKSJUBUN
                                                                 103 E Lines exceeded
Top Of Data
 Command =>
Enter-PF1---PF3---PF4---PF5---PF6---PF9---PF9---PF10--PF11--PF12---
                     Exit Flip
       Help
                                                                 Ext
                                                                                       Menu
```

For field Descriptions, see Column Headings: Printout List - left half.

To display further data in the list (parts 2 to 4)

• Press PF11 (>).

```
**** ENTIRE OUTPUT MANAGEMENT ****
 15:32:53
                                                                  2000-11-15
User ID *_
                           - Printout List -
Cmd Object
                             T PrOutID S Status
                       B 553 D printed successfully
R 547 D printed successfully
R 546 D printed successfully
 __ UKSJUBUN
 UKSJU-STD1-009
UKSJU-STD1-009
UKSJU-STD1-009
STEVEBUN
                            R 545 E Print Task abended
                            B 544 E NOM0707 Bundle is empty - print inva
 __ XSISZHA-TEST-1234567890 R 539 E Lines exceeded
 __ XSISZHA-TEST-1234567890 R 535 E Lines exceeded
 __ XSISZHA-TEST-1234567890 R 534 D printed successfully 
__ XSISZHA-TEST-1234567890 R 533 E Lines exceeded
 __ UKSJUBUN
                             B 532 H hold
  __ XSISZHA-TEST-1234567890 R
                                  519 E Lines exceeded
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help
                Exit Flip
                                 - + Ext < >
                                                                     Menu
```

For field Descriptions, see Column Headings: Printout List - left half.

```
15:14:31
                     **** ENTIRE OUTPUT MANAGEMENT ****
                                                                   2000-11-15
User ID *___
                            - Printout List -
Cmd Object
                                         Jobname Jobno
                                                          scheduled
                              T UserId
                              B UKSJU
                                         UKSJUBUN 42302 20001116 15:42
  __ UKSJUBUN
 ___ UKSJU-STD1-009
                                                        20001113 10:13
                              R UKSJU
    UKSJU-STD1-009
                             R UKSJU
                                                        20001113 10:12
   UKSJU-STD1-009
                                                        20001113 10:11
                             R UKSJU
                                                        20001116 18:32
   STEVEBUN
                             B UKSJU
 __ UKSJUBUN
                             B UKSJU
  XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001110 12:22
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001103 09:37
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001103 09:37
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001103 09:29
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001102 09:16
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001110 12:23
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001102 19:59
 __ UKSJUBUN
                              B UKSJU
 __ XSISZHA-TEST-1234567890 R XSISZHA
                                                        20001025 11:00
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                 Exit Flip
     Help
                                                     Ext
                                                                      Menu
```

For field descriptions, see Column Headings: Printout List - right half.

| 15:24:13 **** EI | NTII | RE OUTPUT | MANAGI | EMENT *** | * | 20 | 00-11-15 |
|-------------------------|----------|------------|--------|-----------|-------|----------|----------|
| User ID * | - I | Printout 1 | List - | | | | |
| Cmd Object | Т | Jobname | Jobno | schedu | led | printe | i |
| UKSJUBUN | - – В | UKSJUBUN | 42302 | 20001116 | 15:42 | 20001116 | 15:42 |
| UKSJU-STD1-009 | R | | | 20001113 | 10:13 | 20001113 | 10:13 |
| UKSJU-STD1-009 | R | | | 20001113 | 10:12 | 20001113 | 10:12 |
| UKSJU-STD1-009 | R | | | 20001113 | 10:11 | | |
| STEVEBUN | В | | | 20001116 | 18:32 | | |
| UKSJUBUN | В | | | | | | |
| XSISZHA-TEST-1234567890 | R | | | 20001110 | 12:22 | | |
| XSISZHA-TEST-1234567890 | R | | | 20001103 | 09:37 | | |
| XSISZHA-TEST-1234567890 | R | | | 20001103 | 09:37 | | |
| XSISZHA-TEST-1234567890 | R | | | 20001103 | 09:29 | | |
| XSISZHA-TEST-1234567890 | R | | | 20001102 | 09:16 | | |
| XSISZHA-TEST-1234567890 | R | | | 20001110 | 12:23 | 20001110 | 12:23 |
| XSISZHA-TEST-1234567890 | R | | | 20001102 | 19:59 | 20001102 | 20:00 |
| UKSJUBUN | В | | | | | | |
| XSISZHA-TEST-1234567890 | R | | | 20001025 | 11:00 | | |
| Top Of Data | | | | | | | |
| Command => | | | | | | | |
| Enter-PF1PF2PF3PF4 | -PF! | 5PF6 | -PF7 | -PF8PF | 9PF | 10PF11- | -PF12 |
| Help Exit Flip | | | - | + Ext | t < | > | Menu |

For field descriptions, see Column Headings: Printout List - right half.

By pressing PF10 (<), you can move this screen to the left again.

By pressing PF9 (Ext), you can toggle to short names display. Then the Printout List screen (left half) will take the following form:

To display the right half of the list again

• Press PF11 (>).

```
16:02:18
                   **** ENTIRE OUTPUT MANAGEMENT ****
                                                              2000-11-15
User ID *_____
                          - Printout List -
Cmd Object
                   T UserId Jobname Jobno scheduled
                   B UKSJU UKSJUBUN 42302 20001116 15:42 20001116 15:42
  __ UKSJUBUN
 ___ UKSJU-STD1-009 R UKSJU
                                            20001113 10:13 20001113 10:13
 __ UKSJU-STD1-009 R UKSJU
                                            20001113 10:12 20001113 10:12
 ___ UKSJU-STD1-009 R UKSJU
                                            20001113 10:11
 __ STEVEBUN B UKSJU UKSJUBUN B UKSJU
                                            20001116 18:32
 __ UKSJUBUN
  XSISZHA-TEST-1234 R XSISZHA
                                           20001110 12:22
  XSISZHA-TEST-1234 R XSISZHA
                                           20001103 09:37
 __ XSISZHA-TEST-1234 R XSISZHA
                                           20001103 09:37
 __ XSISZHA-TEST-1234 R XSISZHA
                                           20001103 09:29
  __ XSISZHA-TEST-1234 R XSISZHA
                                           20001102 09:16
 __ XSISZHA-TEST-1234 R XSISZHA
                                          20001110 12:23 20001110 12:23
 __ XSISZHA-TEST-1234 R XSISZHA
                                           20001102 19:59 20001102 20:00
 __ UKSJUBUN
             B UKSJU
  XSISZHA-TEST-1234 R XSISZHA
                                           20001025 11:00
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Exit Flip - + Ext < >
                                                                 Menu
```

To display the left half of the Printout List again

○ Press PF10 (<).

These screens list all Printouts in descending order according to their creation date.

- To display the Printout List with the corresponding status
- \circ In the **S** column, enter one of these letters.
- To display all print jobs (independent from status)
- O Enter an asterisk (*) and press Enter.

PF Key Assignments: Printout List

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | Ext | Toggle between display of the long/short report/bundle names. |
| PF10 | < | Shift screen to the left. |
| PF11 | > | Shift screen to the right. |

Available Line Commands: Printout List

| Command | Meaning |
|---------|--|
| DE | Delete a Printout. |
| DI | Display Printout characteristics. |
| HL | Put Printout in HOLD status. |
| МО | Modify Printout characteristics. All Printout characteristics can be modified with this function. Modify can be executed only if Printout is in HOLD status. |
| RE | Resume printing of a failed Printout from the last checkpoint. |
| RL | Release Printout from HOLD status and send to printer. |
| RP | List Reports in bundled Printout. |

Column Headings: Printout List - left half

All fields marked with (*) can be used as fields for entering selection criteria.

• **User ID** (system administrator only)

Enter a question mark (?) and press Enter to open a User Selection window.

Select a User to display the Printout List for that User.

Leave this field blank and press Enter to display all Printouts according to User ID and Time. Enter an asterisk (*) and press Enter to display all Printouts according to Time **only**.

• Cmd

Enter a two-character line command.

• **Object** (*)

Report or Bundle name which is to be printed.

T

Object type:

O R Report

O B Bundle

• PrOutID

Internal unique identifier for the Printout.

• **Printer** (*)

Logical Printer.

Lines

Number of lines already printed (when Status=P)
Total number of lines (when Status 0 P)

• S/Status (*)

This is the Printout status:

- C Awaiting confirmation
- O **D** Printed successfully
- O E Printing error
- **F** Printing failed
- O H On hold (must be released)
- P Currently printing
- R Ready to print (if not on hold)
- O T Printer busy, trying again

Column Headings: Printout List - right half

All fields marked with (*) can be used as fields for entering selection criteria.

• **Object** (*)

Report or Bundle name which is to be printed.

• T

Object type:

- O R Report
- O B Bundle

• User ID

User ID of User printing, or of Report owner or of Bundle coordinator.

• Jobname

The job name of the Printout in the job queue, if printing is done with a batch job.

Jobno

The job number of the Printout in the job queue, if printing is done with a batch job.

scheduled

Date and time the Printout is scheduled.

• printed

Date and time the Printout was printed.

To display the left half of the Printout List again

• Press PF10 (<).

Modifying General Attributes of a Printout

- This function allows you to modify general attributes of a Printout before printing.
 - On the Printout List screen, enter MO in the two-character input field preceding the Printout to be modified. Press Enter.

The Printout Definition > General Attributes screen appears:

```
10:58:53
                    **** ENTIRE OUTPUT MANAGEMENT ****
                                                            2000-11-15
User ID GHH
                - Printout Definition >General Attributes -
Printout ID ..... 7
User ..... MRS
Bundle
  Name ..... DEP-MARK
  Run number ..... 21588
  Created ..... 28/10/1999
  Scheduled ..... 28/10/1999
  Printed ..... 28/10/1999
Status ..... hold
Total lines ..... 470
Lines printed .....
Language ..... English
Copies ..... 1___
Priority ..... ___
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
     Help Add
              Exit Flip Do
                               Undo
                                               PrAtt SpAtt
```

This screen is used to modify general attributes of a Printout.

You can modify only when the Printout is in HOLD status.

PF Key Assignments:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | PrAtt | Displays the Printout Definition > Printer Attributes screen. |
| PF10 | SpAtt | Displays the Printout Definition >Special Attributes screen. |

Field Descriptions: Printout Definition > General Attributes

The following fields **cannot** be modified:

- Printout ID
 - Internal unique identifier of the Printout.
- User

User ID of User printing, or of Report owner or of Bundle coordinator.

Report/Bundle

Name

Name of Report or Bundle name to be printed.

• Run number

Internal run number.

Time

Date and time the Printout was created/scheduled/printed.

• Status

Printout status:

- O C Awaiting confirmation
- O **D** Printed successfully
- **E** Printing error
- O F Printing failed
- O H On hold (must be released)
- P Currently printing
- O R Ready to print (if not on hold)
- O T Printer busy, trying again

• Total lines

Total number of lines.

• Lines printed

Number of lines currently printed.

• Language

The language to be used in the Report/Bundle separators.

The following fields can be modified:

Copies

Enter the number of copies to be printed.

o Priority

Enter the print priority.

This is passed to JES when using system printers.

Modifying Printer Attributes of a Printout

- This function allows you to modify printer attributes of a Printout.
 - Press PF9 in the Printout Definition > General Attributes screen.

The Printout Definition > Printer Attributes screen appears:

```
2000-11-15
 12:28:29
                     **** ENTIRE OUTPUT MANAGEMENT ****
                 - Printout Definition >Printer Attributes -
User ID GHH
Printout ID ..... 7
Logical Printer
  Name ..... PRT14LSC
  Description ..... DC Group Printer
Physical Printer
  Name ..... DAEPRT14
  Location ..... VTAM Printer DAEPRT14
Printer Exit
  Member ..... TKYOC100
  Library ..... NOM131U
Job Parameters
  JCL skeleton ..... __
  Escape character .. _
  Jobcards
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip
     Help
                                                        SpAtt
                                                                   Menu
```

This screen is used to modify printer attributes of a Printout.

You can modify only when the Printout is in HOLD status.

PF Key Assignments: Printout List

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | SpAtt | Displays the Printout Definition > Special Attributes screen. |

Field Descriptions: Printout Definition > Printer Attributes

The following fields **cannot** be modified:

• Printout ID

Internal unique identifier of the Printout.

Logical Printer

Name

Name of Logical Printer.

Description

Description of Logical Printer.

Physical Printer

Name

Name of Physical Printer.

Location

Location of Physical Printer.

Printer Exit

Member

Name of the Exit to be executed for each line before it is printed.

Library

Name of the library containing the member.

The following fields can be modified:

Job Parameters

• JCL skeleton

Name of the Natural member containing the JCL skeleton to be used when submitting a print job.

• Escape character

Special character used as a prefix to identify substitution variables.

Jobcards

Jobcards to be used when printing in batch mode.

If you leave these lines blank, the specifications from the Logical Printer Profile are taken.

Modifying Special Attributes of a Printout

- This function allows you to modify special attributes of a Printout.
 - Press PF10 in the Printout Definition > General Attributes screen.

The Printout Definition > Special Attributes screen appears:

```
**** ENTIRE OUTPUT MANAGEMENT ****
 12:40:00
                                                                 2000-11-15
User ID GHH
                 - Printout Definition > Special Attributes -
Printout ID ..... 12
Logical Printer
  Name ..... PRT14LSC
  Description ..... DC Group Printer
Attributes
  Carriage control .. YES
  Form feed before .. 1
  Form feed after ... 1
  Trace ..... NO
  Logmode .....
Command => _
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                Exit Flip Do
                                 Undo -
                                                  PrAtt
```

This screen is used to modify special attributes of a Printout. You can modify only when the Printout is in HOLD status.

PF Key Assignments: Printout Definition > Special Attributes

| PF Key | Function | Explanation |
|--------|----------|--|
| PF9 | PrAtt | Displays the Printout Definition >Printer Attributes screen. |

Field Descriptions: Printout Definition > Special Attributes

The following fields **cannot** be modified:

• Printout ID

Internal unique identifier of the Printout.

• Logical Printer

Name and description of logical printer.

Note:

All other attributes are printer-dependent and can be modified.

See Defining Special Attributes for a Physical Printer of the System Programmer's Documentation for more information.

Deleting a Printout

- This function deletes a queued Printout.
 - On the Printout List screen, enter DE in the two-character command line preceding the Printout you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Printout again.

• Type the Printout name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying Printout Characteristics

- This function displays Printout characteristics.
 - On the Printout List screen, enter DI in the two-character command line preceding the Printout for which you want to display information and press Enter.

The Display Printout screen appears for the Printout you selected.

In display mode you can only view the entity parameters.

You cannot enter or modify data because all fields are protected. For field descriptions, see Field Descriptions: Printout Definition > General Attributes.

Putting a Printout in HOLD Status

- This function places a Printout in HOLD, to prevent printing. Printout characteristics can be modified only when the Printout is in HOLD status.
 - On the Printout List screen, enter HL in the two-character command line preceding the Printout you want to hold and press Enter.

The message HOLD appears after the Printout name in the Status column.

Releasing Printout from HOLD Status

- This function releases a Printout from HOLD and queues the Printout for printing.
 - On the Printout List screen, enter RL in the two-character command line preceding the Printout you want to release for printing and press Enter.

The message Ready to Print appears after the Printout name in the Status column.

Listing Reports in Bundled Printout

- This function lists all Reports contained in the Printout.
 - On the Printout List screen, enter RP in the two-character command line preceding the Printout for which you want to list Reports and press Enter.

A window opens with a list of the Reports contained in the bundled Printout.

Resuming a Failed Printout

Print tasks and batch jobs periodically record the number of lines printed so far. If a printout fails it can be restarted from the last recorded printed line number.

To resume a failed printout

• On the Printout List screen, enter RE in the two-character command line preceding the printout you wish to resume and press Enter.